

Job Description

**For HR
use only**

Vacancy Ref No:

Directorate	Children's Services
Service and Team	Adopt North East Regional Adoption Agency
Post Title	Adoption Support Worker
Grade	7
Reports to	Team Manager
Responsible for (employees or equivalent)	N/A
Job Purpose	
To deliver direct advice, help and support to those affected by adoption to improve outcomes and life chances for them.	
Job Content	
- Develop and deliver 'SMART' intervention plans, that are co-produced, regularly reviewed and support improved outcomes. - Build rapport, use patience, tenacity and empathy to support those affected by adoption to secure better outcomes - Effectively work with Qualified Social Workers and other involved professionals to ensure there is clarity regarding roles and responsibility - Liaise with other providers of services and advocate for those affected by adoption to ensure they can access services appropriate to their needs - Deliver planning, facilitation and evaluation of group-based support, including parenting programmes and therapies - Use experience, evidence-based practice and training to ensure approaches used demonstrated significant and sustained outcomes are achieved. - Be willing to develop and maintain relevant knowledge and skills in line with developing evidence about what works for those affected by adoption - Input information into the appropriate database for tracking and monitoring - Other duties as appropriate in line with the grade of the post.	
Climate Change Values and Behaviours	

- We strive to reduce the carbon footprint of our services by using less energy in our buildings, travelling less in our vehicles and increasing our recycling
- We encourage innovation and the generation of new ideas in the way we do things, including increasing the environmental sustainability of our services

Equality, Diversity and Inclusion Values and Behaviours

- We treat all our colleagues, residents and service users with dignity and respect. We embrace and value people's differences. We act as allies, educating ourselves, empowering others and tackling discrimination.

Special Requirements of Post

Working Conditions	• 37 hours per week • The post holder will be expected to spend the majority of their time away from the office working directly with families.
Working Requirements and Arrangements	• Ability to work across 7 days a week, including evenings and weekends • It may be necessary for the post holder to work outside of normal office hours and to travel outside of the borough from time to time.
Physical Requirements e.g. driving, lifting, and handling	
DBS and Safeguarding Checks required	Yes
Responsibility for Safeguarding or extent of contact with children, young people and/or adults at risk of harm.	Safeguarding concerns should be acted upon with advice and support from a Qualified Social Work Team Manager. The Post holder will have some direct contact with children/families as part of the role.
Politically Restricted	No

Person Specification

Job Criteria		
Factor	Essential	Assessment method
Knowledge	- Knowledge and understanding of preventative and early intervention services, the approaches used and role of partner agencies. - Knowledge and experience in one of the following areas: Substance misuse, domestic violence, offending, worklessness, health, education, mental health and youth work.	Application Interview
Qualifications and Training including Professional Registrations	Minimum requirement of Level 3 qualification in Child Care, Health or Community/Youth work, education or equivalent.	Application Interview Certification.
Skills & Experience	- Experience of working successfully in the community with children, young people and families to achieve specific outcomes - Experienced in taking a 'whole family approach' - Experience of working under pressure, managing competing priorities and tight deadlines. - Experience of working with vulnerable children / young people and families. - Experience of working in a multi-disciplinary environment. Able to support while confidently challenging professionals and families where required - Able to demonstrate effective practice in relation to engagement and working with children, young people and families. - Able to carry out and record work undertaken with children, young people and families - Ability to develop and deliver 'SMART' plans to support families.	Application Interview References Work-Based Assessment Task

	• Able to use IT systems effectively to input data for recording, tracking and monitoring purposes. • Highly organised, able to meet deadlines in a timely manner • Ability to manage information securely and confidentially in line with relevant legislation	
Our Values	• We Listen • We Care • We Are Ambitious • We Are Good Value For Money	
Special requirements		
Factor	Essential	Assessment method
Occupational Requirements under the Equality Act 2010		
Factor	Desirable	Assessment method
	• Experience of working with children, young people and families affected by adoption • Delivery of training	Application Interview References

Please note if you intend to use your own vehicle (or non-council vehicle) for business mileage you must hold the relevant driver's licence, MOT and insurance documentation.