Leaving Care Support Officer

Job Description

Reports to: Team Manager
Direct reports: N/A

Evaluation: **529** points
Grade: **N7**
Reference: **AA4155**

Purpose

To act as a case manager, hold a case load and deliver a range of interventions designed to meet the assessed needs of young people aged 18+ receiving care leaver/unaccompanied asylum seeker services.

Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

1. To undertake assessment of young people in receipt of care leaving/unaccompanied asylum seeker services and contribute to the assessment process of other agencies in pursuit of improved outcomes for care leavers.

2. To provide proactive, tailored and professional support to care leavers/unaccompanied asylum seekers in order that the objectives of their individual Pathway Plans are achieved.

3. To provide budgeting support and financial guidance to young people in receipt of benefits, wages, grants and bursaries.

4. To work in partnership with young people and other professionals to devise, complete and review Pathway Plans which increase personal resilience and promote successful independence and safe transitions for care leavers/unaccompanied asylum seekers.

5. To give direct service and assistant to care leavers/unaccompanied asylum seekers and also provide assistant to the work carried out the Social Workers and partner agencies in accordance with local procedures and policy.

6. To participate in the delivery of multi-agency packages of intervention to safeguard and promote the welfare of care leavers/unaccompanied asylum seekers in accordance with the NSCB/NASB policy and procedures. This includes working with Probation Services for those care leavers in custody.

7. To identify, monitor and review risk and vulnerability impacting upon care leavers/unaccompanied asylum seekers and implement mitigating actions in accordance with local policy and procedure.

8. To actively promote the uptake of education, training and employment and provide support and assistant to care leavers/unaccompanied asylum seekers attending training, work and University.

9. To actively address the accommodation needs of care leavers/unaccompanied asylum seekers in order to maximise the numbers of care leavers in suitable, safe and permanent accommodation.

10. To maintain accurate and timely records in accordance with statutory requirements and local procedures.

11. To participate and contribute to service improvement activity.

12. To participate in the service duty system.

13. To promote and implement our *Diversity, Equality, Equity, and Accessibility* policy in all aspects of your employment.

14. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.