**JOB DESCRIPTION**

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| **Job Description** | **Tameside Family Help Lead Practitioner** |
| **Job ID;** | **D06** |
| **Service** | **Children’s Service** |
| **Responsible to** | **Tameside Family Help Team Manager** |

1. **MAIN PURPOSE OF JOB**

The post holder will:

* Work as part of the Tameside Family Help Service
* Act as a lead professional in supporting families against a co-produced, strength-based assessment and family support plan.
* Work with partners to best identify ways to support families and improve their outcomes and help them to be resilient
* Undertake holistic, good quality Early Help Assessments identifying needs, which will also contribute to further assessments e.g. EHC Needs Assessments, Children & Family Assessments.
* Support the Team around the Setting/Family approach
* Deliver a range of interventions and evidenced-based programmes to support families
* Assist in developing new and innovative ways to support families in a preventative way
* Commit to continued professional Development and hold a champion role within the team

1. **JOB SUMMARY**

As a Lead Practitioner you will be expected to work as a member of the Tameside Family Help Service delivering targeted and co-ordinated interventions to families with children 0-18 years displaying a range of complex, interacting needs. These will include effective parenting skills, relationship breakdown, supporting children who are living with/have experienced domestic abuse, family dynamics; poverty, emotional health and well-being, sexual health and self-esteem. Families will be supported to achieve better outcomes including improved school attendance and tackle issues such as truancy and exclusion, reduce risk-taking behaviour including crime particularly amongst teenagers, anti-social behaviour and improve employability.

Family Help Lead Practitioner will adopt a multi-disciplinary approach to working with families and will have a good working knowledge of services and interventions that are available

across the partnership and the local area to support families. Lead Practitioner will also work tenaciously to prevent family’s needs from escalating therefore reducing the need for statutory services but feel confident to step up cases to statutory services in a safe and timely manner.

Family Help Lead Practitioner will undertake holistic, Early Help assessments in partnership with families, and will act in a Lead Professional capacity to personally develop an outcome focused family plan and co-ordinate the delivery and reviews of this plan. This will include personally delivering a range of supportive and practical interventions, co-ordinating the multi-agency Team Around the Family processes and delivering other evidence based programmes and approaches such as parenting programmes, Family Group Conferencing, Teenage Health and other issue based programmes across the 0-18 age range. Delivery of the family plan may also include the co-ordination of other services’ interaction with the family and procurement of other relevant, specialist interventions.

Lead Practitioner will assist in the development and delivery of new and innovative prevention and early intervention programmes within Tameside delivered to young people and parents through individual sessions or in group settings. Lead Practitioner will also be expected to participate in practice improvement activities to support the development of the service and may be asked to lead on thematic activities.

### MAIN RESPONSIBILITIES

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. Assertively engage with families utilising all options available to try and ensure that families at level 3 on the Tameside Framework of Support, participate in support available to them to meet their needs.
2. Undertake whole family early help assessments that identify the level of need and/or risk in the family and develop and deliver an outcome focussed family plan to address these risks and need. This is to be undertaken taking a strength-based approach. Delivery of the family plan may include support for children through group or individual case work including advocating for and supporting children who are experiencing/have experienced domestic abuse. At all times, Lead Practitioner will ensure the voice of the child is evident in all aspects of working including assessments and plans regardless of the children’s age or ability.
3. Acting as the lead professional you will be the main contact for the family and will co-ordinate service delivery from across the Partnership, in line with the family’s plan. This can be as a case holding lead for the service or supplementary, co-working with statutory services such as Children’s Social Care and Youth Offending Services.
4. Adopt and deliver the agreed processes to supporting families including leading and co-ordinating the Team Around the Family process for their cases and undertaking reviews in a timely way as a means to monitor progress against the family’s plan.
5. Adopt and promote agreed approaches to working with families including a “Think Family” approach and the adoption of trauma informed practice in work with clients and colleagues to ensure family needs are not overlooked and family strengths are enhanced to achieve the agreed outcomes. This includes delivery with young people, families and communities in various settings including schools.
6. To maintain accurate, quality and timely records on the Early Help Module and actively support the audit process and use analysed findings to improve future practice. Ensure that all Family Help Service information systems are maintained and updated as policy and procedure dictates.
7. Provide parenting support directly to parents using both formal and informal parenting programmes either one to one or in group-work. This will also include in-the-home support in implementing change as required, and Family Group Conferencing when appropriate in support of wider service practice.
8. Engage young people and their families in constructive, positive activities and leisure which may include achieving accredited outcomes and evidence progress to work.
9. Work alongside Tameside’s Teenage Support Service to ensure work with teenagers is coordinated and against the agreed framework to improve outcomes and reduce risk and need amongst this group of young people.
10. Actively work to achieve agreed outcomes for families which are aligned to the Early Help Performance Framework and contribute to the gathering of information from service users and partner agencies that will be used to evaluate the effectiveness of service delivery and provide evidence of performance against the early help performance framework that will be used to inform future service delivery.
11. To contribute to the protection of the public and the safeguarding of children and young people, taking particular account of policy and procedures on the support and management of young people who are vulnerable or present a risk of harm to others.
12. Act as Family Hub Service Duty/EHASH Officer as required.
13. To work flexibly across Tameside to meet the needs of the service. This will encompass some early mornings, evenings and weekend work which may take place in service-users homes.
14. To carry out all responsibilities with due regard for Tameside Council’s equality and diversity policies and procedures.
15. To comply with the Standing Orders and Financial Regulations of Tameside Borough Council, and to ensure that all work functions are undertaken in accordance with Health and Safety legislation, codes of practice and with Tameside Council’s Health and Safety Plan .
16. To undertake any other duties commensurate with the grading of this post, as required by the Director of Children’s Services in Tameside or their delegated Officer.

*The key objectives of the role will be determined with the appropriate Team Manager using the organisation’s Performance Management process. The post holder will use this opportunity to agree an annual performance and development plan which will include responsibilities relating to Strategic, Services, People and Financial Management issues.*

1. **HEALTH AND SAFETY**

To exercise due regard for personal health & safety and comply with all the requirements of Health and Safety legislation and Council Policy bringing issues to the notice of managers and taking appropriate action where necessary.

1. **DATA PROTECTION AND INFORMATION SECURITY**

* Implement and act in accordance with the Information Security Acceptable Use policy and Data Protection Policy,
* Protect the council’s information assets from unauthorised access, disclosure, modification, destruction or interference,
* Report actual or potential security incidents.

**PERSON SPECIFICATION**

**Tameside Family Help Lead Practitioner**

**Tameside MBC – Children’s Services**

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|  |  | Category | Method of Assessment |
| **1.** | **Qualifications** |  |  |
|  | A nationally recognised professional qualification relevant to the service that includes accredited knowledge of children and young people’s development (e.g. Youth Work, Social Work, Teaching) or equivalent experience.  A good level of English and Maths (Grade A-D GCSE or equivalent)  Evidence of continued professional development  . | E      E | C  A/I |
| **2.** | **Skills, Knowledge & Experience** | E | A/I |
|  | Substantial recent experience of working with children and families to deliver preventative interventions to tackle issues such as school readiness, youth crime/anti-social behaviour, educational failure, emotional/sexual health) on a one to one and/or group basis.  A good understanding of the range of economic and social issues likely to lead poor outcomes for children and their families.  Experience of case management including undertaking whole family assessments to identify risk and need and develop multi-agency, outcome focused, strength based family plans in partnership with families and partner agencies and act as the lead practitioner in the delivery of these plans.  Knowledge and understanding of key policy drivers and recent reports addressing the importance of early family help and intervention and prevention with children and families with multiple needs.  Ability to work within a multi-agency team including for reporting, monitoring and evaluation.  Demonstrate understanding of safeguarding the welfare and safety of children and young people.  Experience of evidencing the impact of work with children and families through evaluation to demonstrate improved outcomes for families and reducing the need for statutory services.  Experience of convening and coordinating multi-agency meetings to address the needs of children and adults within families.  Excellent Interpersonal and communications skills and good time management.  Ability to fulfil all spoken aspects of the role with confidence through the medium of English. |  |  |
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|  | **3. Personal Attributes**  To operate with integrity and have the ability to be open and honest, whilst maintaining high standards of personal behaviour and display strong moral principles in the work that you undertake with families.  Demonstrate a willingness to be accountable for your actions and decisions, and to understand the consequences of your practice.  Be able to demonstrate a willingness to share information and good practice with other people in the interest of supporting children and families.  Possess a strong desire to treat people with care and dignity, always being aware of the rights of other people, and always seeking to help and support others where you can.  Take a flexible approach to work. | E | A/I |

**For information:**

Category E – Essential recruitment without which the candidate would be unable to carry out the duties of the post

Category D – Desirable features which would normally enable the successful candidate to perform the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience etc.

**Key methods of assessment:**

A – Application Form

C – Certificate

I – Interview

R \_ Reference

T – Could be one or more of a variety of tests, personality questionnaires or interactive role plays. Candidate will be informed of any specific tasks to be used during the recruitment process