

Job description

Job Title	Senior Adoption Support Worker
Service:	Adoption Support Service East Midlands
Location	East Midlands (Various)
Hours:	37 hours per week
Grade:	Family Action Grade 3 £25,641 - £28,138 p.a.
Service:	East Midlands Adoption Support Service
Reports to:	East Midlands Adoption Support Service Manager

Job Purpose:

To assist the Service Manager develop and co-ordinate a regional Adoption Support Service and to organise, co-ordinate and supervise sessional workers.

To provide Early intervention in the support of Adopted Children and their family to assist them in reaching their full potential within school. This will include direct work with children and young people and deliver parenting interventions which will promote the attachment of young people, and to improve their educational attainment. An understanding of the Government Agenda on Adoption and change is important.

A knowledge of attachment based issues and their management is essential, as is the ability to work as part of a team and advocate for both child and parents. Work to be completed as part of an Adoption Support plan and provide targeted interventions on a time limited basis.

Knowledge of Educational Health Care Plans and the use of Pupil premium would be beneficial as would knowledge of therapeutic interventions such as Playtherapy, Theraplay and Non Violent Resistance. Workers will promote and use techniques which, support a therapeutic parenting model and manages challenging behaviour through a process of de-escalation and increasing parental presence. An understanding of the Government Agenda on Adoption and change is essential.

Principal Accountabilities:

1. Ability to advocate, negotiate and challenge on behalf of families in a variety of settings.
2. Ability to act as a Lead Professional for a family where appropriate with the responsibility for the day to day implementation and coordination of the family plan.
3. As part of a team, provide a responsive duty service to manage service enquires and communications.
4. Build and maintain positive and effective professional partnerships with Adoptive Parents, Adopted Children/Young People, schools, the local authority, statutory services, and other external organisations that may support the impact of the work and promote better outcomes.
5. Have a broad understanding of a range of legislation which affects families.
6. Knowledge of child development and an in-depth understanding of attachment and the impact of trauma. Experience of working with children who can exhibit challenging behaviour.
7. Ensure all aspects of the service are fully compliant with Family Actions Safeguarding Children and Vulnerable Adults, Risk Management and Health and Safety policies, procedures, and standards.
8. Ability to produce and maintain accurate records and reports. Ensuring measurable outcomes and the impact of interventions are recorded.
9. Produce, monitor and evaluate service performance plans with identified targets and objectives which align to the agreed service performance measures, contributing to the service compliance and monitoring reports as required.
10. Supervise the professional practice and standards of sessional staff, advising and supporting where appropriate, ensuring timely, responsive, interventions are delivered and that safeguarding and risk management is of an excellent standard.
11. A commitment to ongoing professional learning and development. A proactive approach to supervision, appraisal and professional development plans.

12. To ensure you have an understanding (appropriate to your role) of, and comply with Family Action's procedures for promoting and safeguarding the welfare of children and vulnerable adults.
13. To ensure the implementation of Family Action's Diversity & Equality Policy and our Ethical Policy in every aspect of your work and positively promote the principals of policies amongst colleagues, service users and other members of the community.
14. To comply with Family Action's Health and Safety Policy, Data Protection Policy and to protect your own and others' health, safety and welfare.
15. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required.
16. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
 - a) Being **people** focused
 - b) Reflecting a '**can do**' approach
 - c) Striving for **excellence** in everything we do
 - d) Having **mutual respect** for everyone we work with, work for and support through our services

Person Specification

Senior Adoption Support Worker.

1. Educated to level three or above with a recognised professional qualification in social work, health, education or equivalent, and evidence of a commitment to continuing learning and professional development.
2. Proven experience of working directly with vulnerable children/young people and their families in a range of settings.
3. Knowledge and experience of child development, attachment based issues and the impact of trauma, separation, loss.
4. Proven experience of conflict management, mediation, the ability to negotiate, and agree solutions to promote better outcomes for children and young people.
5. Demonstrated ability to communicate clearly and professionally through a variety of mediums with children/young people, parents, schools and other stakeholders and develop and maintain networks to ensure effective service delivery.
6. Proven ability to deliver recognised models of practice and programmes of support to vulnerable children, young people and adults.
7. Proven experience of safeguarding practice and the ability to manage risk that complies with recognised safeguarding legislation and procedures.
8. Demonstrated knowledge of relevant legislation and government guidance relating to Adopted Children/Young People, and their families.
9. Proven ability to facilitate and chair meetings that are of a high professional standard and promote excellent practice.
10. Proven ability to co-ordinate, supervise and line manage staff that have provided direct services to families in a paid or voluntary capacity.
11. Experience and knowledge of service development and implementation, and the ability collate evidence, and produce high quality monitoring data and reports.
12. Excellent communication and presentation skills. Confidence and competence in the use of IT (eg Excel, Outlook and PowerPoint).

13. A current driving licence and access to a car. Proven ability to work flexibly and travel across the region, undertaking out of hours work (eg weekends, evenings), as required by the service.
14. Excellent organisational skills, with the ability to prioritise workload, self-motivate and work to tight deadlines on own initiative, ensuring the Service Manager is notified promptly of any major concerns.
15. Ability to demonstrate understanding of health and safety, data protection, equality and diversity, and requirements for safeguarding the welfare of children and vulnerable adults.
16. Commitment to Family Actions key values: 'can do', 'mutual respect', 'excellence' and 'people focus'.