

JOB DESCRIPTION

Job title: Sessional Child Contact Intervention Worker

Location: Peterborough and Lincoln

Hours: Sessional (often on Saturdays)

Hourly rate: £10 per hour

Service: Relationship Support

Reports to: Local CCI Coordinator

Key tasks and responsibilities:

1. To support the delivery of safe and effective child contact interventions including, but not confined to, supported and supervised parent/child contact both in the Contact Centre and in the local community.
2. Supervise, observe and assess contact sessions, providing support and guidance to children and parents/relatives as appropriate, both before and after contact.
3. To adhere to National Association of Child Contact Centres (NACCC) enhanced minimum standards.
4. To keep accurate records of your work, adhere to confidentiality, information sharing protocols, assessment processes, providing monitoring information to Family Action and the Contact Centre Coordinator as required.
5. 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. This includes having the confidence to take appropriate action to protect children's safety, intervening where this is threatened and terminating the contact if deemed necessary.
6. Write or otherwise contribute to reports for courts or other agencies.
7. To ensure effective participation and representation of service users and take part in client feedback processes and other evaluation of service processes.
8. To be responsible for submitting timesheets, expenses, and contributing to tender applications and budget management associated with the project.
9. To participate in personal supervision and training and to attend local and central staff meetings. This may involve representing Family Action at national or other events, and contributing to group supervision meetings.

10. Liaise and represent the service with other professionals and agencies as required.
11. 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
12. To ensure the implementation of Family Action's Equality & Diversity Policy and Ethical Policy in every aspect of your work and positively promote the principles of these policies amongst colleagues, service users and other members of the community.
13. To comply with Family Action's Health and Safety Policy, Data Protection Policy and to protect your own and others' health, safety and welfare.
14. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required.

Person Specification

1. Relevant qualification and experience of working with children and families through individual or group work, including those with complex or multiple needs. Minimum requirement being NVQ Level 3 in Child or Social Care or the equivalent, and GCSE English and Maths Grade C or above.
2. The ability to work with families in conflict and the importance of remaining focused on the needs of the child/children.
3. An understanding of family dynamics, the impact on children and parents of family breakdown and current related issues. Demonstrate competence in identifying need and the ability to assist in providing support including an understanding of how to work with those who have been exposed to domestic abuse, and who have mental health challenges.
4. Able to demonstrate an understanding of safe working practices. Knowledge of Safeguarding and protection of vulnerable adults and children and the ability to understand risk and mitigate key risk factors.
5. Good assessment, planning and record keeping skills and a thorough understanding of safeguarding and an awareness of domestic abuse.
6. The ability to make detailed observations and provide accurate reports.
7. Understanding of the needs of families / individuals, and of the impact of disadvantage and social exclusion and a commitment to and willingness to promote inclusion and equality of opportunity for all. The ability to work non-judgementally with others, showing an understanding of boundaries and a commitment to equal opportunities and anti-discriminatory working.
8. A confident and professional approach to working with service users – adults and children - and colleagues and excellent communication skills, both verbal and written, including competent IT skills. An ability to work effectively with those who are under stress.
9. Understanding the importance of confidentiality and an awareness of data protection.
10. Ability to reflect upon and evaluate your work using supervision.
11. Evidence of a positive attitude towards of training and development.
12. Willing to offer some flexibility in work hours and regularly work weekends and occasional evenings.
13. Use of a vehicle for business purposes and the ability to travel on a daily basis.
14. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
 - e) Being people focused
 - f) Reflecting a 'can do' approach



- g) Striving for excellence in everything we do
- h) Having mutual respect for everyone we work with, work for and support through our services