

JOB DESCRIPTION

Job Title:	Child & Family Play & Learning Worker
Service:	Cumbria 0-19 Child & Family Support Service
Salary:	Grade 2 (lower) point 11-15
Hours:	37 Hours per week (Full time) Fixed Term Contract – 12 months
Location:	Carlisle – Newtown Children’s Centre
Responsible To:	Child & Family Coordinator

SUMMARY OF JOB

The post holder will share and embrace Cumbria’s vision of ‘a great place to grow up and for children and young people to have the opportunity to become everything they want to be’

KEY TASKS AND RESPONSIBILITIES

1. To deliver a range of workshops and short-term interventions to local families to facilitate parents’ understanding and awareness of their children’s emotional, social and physical needs and improve their parenting skills. Providing support in families homes, across local centres, maternity hubs and other delivery sites.
2. To support the delivery of universal services, and to use these groups as an opportunity to assist Child & Family Support Workers to identify any unmet needs.
3. To work closely with volunteers and provide them with support and include them in service delivery.
4. Provide brief, time-limited support and coaching (such as the provision of 2–8 direct sessions over a period of 1–2 months) with a child, young person, parent or carer to address an identified need.
5. To undertake child-focused assessments and in partnership with parents and professionals to establish an understanding of the child and parent’s needs, any existing or potential risk factors and to gain knowledge of the ‘Childs’ lived experience’ and parental challenges.
6. Using information gained through the assessment, develop a child-centred, outcome-focused plan and risk assessment with parents for their engagement within levels one and two of service delivery.
7. Monitor, review and update plans with parents, utilising critical analysis, outcome evidence, and triangulating information. Work in collaboration with Child & Family Support Workers to ensure those families who need more help (Level 3) are stepped up in line with CSCP guidance.

8. Work collaboratively with coordinated care and support for families through liaison, referrals and multiagency partnership working, with Health, Social Services, Education and other statutory, voluntary and specialist agencies.
9. To keep timely and accurate records of your work and adhere to confidentiality, safeguarding and information sharing protocols.
10. To ensure that the venue(s) is warm, welcoming and adheres to safe risk-management procedures at all times.
11. To prioritise the safety, wellbeing and healthy development of children through effective observation and assessments and by following safeguarding procedures and guidelines at all times (Family Action and the CSCP)
12. Build up knowledge and understanding of local resources and community and statutory services, and communicate effectively with them in the best interests of the child and family.
13. Through level 1 and 2 interventions promote and educate families around current topics affecting young people; providing them with knowledge skills and information on key risks, supporting their emotional and physical safety.
14. Encourage, enable and champion the coproduction of service user led /co-produced groups.
15. To assist families to access, build and maintain effective relationships with the Centres and other support services. Provide outreach activities to improve the reach of services to children and families in the area and ensure that those families with most to gain from services are included and involved and have equal access to all its services.
16. To play an active part in the team, working collaboratively to ensure the smooth running of the service, and using informal and organised peer support effectively as well as shared learning.
17. To participate and contribute in meetings with external agencies, to advocate in meetings on behalf of families and, where appropriate involve families in such meetings.
18. To undertake training according to the needs of the service.
19. 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

20. 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.

21. To comply with Family Action’s Diversity & Equality Policy and our 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.

22. To comply with Family Action’s Health and Safety Policy, Data Protection Policy and to protect your own and others’ health, safety and welfare.

23. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required.

24. To be willing to work outside normal core hours [9am-5pm], evenings and early mornings and occasional weekend working.

PERSON SPECIFICATION

	Education, Qualifications and Background	Essential	Desirable
1	A qualification in childcare/child development, health & social care, counselling or a related professional qualification equivalent to at least NVQ 3	√	
2	At least 2 years’ experience of working with children, young people and their families including group work delivery	√	
3	Professional experience with children, young people and their families	√	
	Abilities and Skills		
4	Excellent Group work skills with the ability to design and deliver a range of workshops focusing on ‘Education & Learning’, ‘Boundaries & Behaviours’, ‘Meeting Emotional Needs’, ‘Social Networks’, ‘Keeping your Child Safe’, ‘Home and Money’, ‘Your Wellbeing’, ‘Physical Health’, ‘Progress to Work’, and ‘Family Routines’	√	
5	Experience of working as part of a multidisciplinary team, information sharing protocols and commitment to reflective practice and effective supervision		√
6	Good assessment skills, with the ability to produce effective outcome-focused plans and ability to evidence impact and outcomes from 1:1 and group work		√
7	An understanding of the impact of discrimination and social exclusion on the lives of children and families and how this can be addressed through service provision as well as employment and volunteering opportunities.	√	
8	An understanding of the development needs of children and of parenting and a solid understanding of mental health and disability issues, drug and alcohol use, domestic violence and poverty and the way these impact on children and family life.	√	



9	Demonstrable knowledge and understanding, appropriate to your role of Child Protection procedures and working together to Safeguard Children and ability to work in accordance with local and organisational Child Protection and Adult Safeguarding policies and procedures.	√	
10	Demonstrable experience of work alongside families in their homes, at delivery Centre's and the wider community offering practical and emotional support, enabling families to help themselves, and supporting adults in their roles as parents or carers'.		√
11	The ability to communicate clearly and professionally through a variety of mediums with parents/carers, children, staff and professionals and excellent verbal, listening and presentation skills, including basic IT skills.	√	
12	Willing to work flexibly including early mornings, late evenings and occasional weekends.	√	