



Job title:	SENDIAS Project Lead Officer
Service:	Wiltshire SENDIAS Service
Location:	Home Based within Wiltshire area
Hours:	Between 0.8 – FT hours (32 – 37 hours per week) - open for negotiation with the right candidate
Salary:	£28,315 - £31,073 + £480 homeworking allowance (£24,488.65 – £26,873.95 + £415.14 home working allowance per annum, based on 0.8)
Contract type:	Permanent Contract

Are you a skilled Leader with excellent communication skills? Are you child focused and passionate about making a difference? If so, Family Action has an exciting opportunity and would love to hear from you.

At Family Action we transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation. We have been building stronger families since 1869 and today we work with more than 60,000 families in over 200 community based services, as well as supporting thousands more through national programmes and grants.

We are looking for a motivated, passionate and experienced SENDIASS Project Co-ordinator for our SENDIASS service in Wiltshire. You will demonstrate an impressive track record of managing support and information services with a strong child centred focus on improving outcomes for children, young people and their families. You will strive for excellent standards, robustly ensuring a quality, outcomes driven and accessible service. By joining Family Action, you will ensure all interventions meet the IAS standards and comply with as set out in the Children and Families Act (CFA) 2014 and the SEND Code of Practice as well as adherence to the Family Action SENDIASS Intervention model.

Your impact

Collaborating with other professionals, third sector organisations and striving to embed co-production with children and young people, you will oversee and develop the provision of this service to meet children's needs. You will also hold a small complex caseload and provide 1:1 support to children, young people and families, providing them with impartial advice and information. You will address families' unique needs by helping them to navigate through the SEN processes. You will lead on the development of a focused young people's service.

Your skills

To join us as SENDIASS Project Lead Officer, you will have excellent leadership and project management skills. You'll be an effective communicator who excels at building trusting and empowering relationships with individuals and be able to work closely with a variety of professionals and stakeholders. You will be a skilled and experienced leader who is dedicated to improving the lives and opportunities of children, young people with SEN and their parents/carers.



You will need to have excellent safeguarding practice knowledge and know how to embed high quality, safe and effective services through a child's lens.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.

What will we offer you?

We'll offer you flexible working hours, a generous pension scheme and leave entitlements, eye care vouchers, a cycle to work scheme and other great benefits. We have an excellent wellbeing offer and we'll invest in your professional development with on-going quality training and career development opportunities. You'll join an established, supportive and high-performing organisation and have the opportunity to thrive in an innovative, non-hierarchical organisation that values your opinion, encourages learning and has the needs of children and families at its core.

We are forward looking, ambitious and committed to continuous improvement. We are a people focused, can-do organisation, which strives for excellence in all we do and operates with mutual respect. If you share these values and behaviours and have the necessary skills then we look forward to hearing from you.

For further information about this role, or to arrange an informal conversation, please contact Operational Manager, Helen Wemyss: helen.wemyss@family-action.org.uk.

Next steps:

- **To apply:** fill out the [Application Form](#) and email it to: completed.application30@family-action.org.uk
- **To learn more about Family Action:** check out our [Recruitment Pack](#)
- **To learn more about Family Action's terms & conditions:** check out the [Summary Terms & Conditions of Employment](#)
- **To help us fulfil our commitment to encouraging diversity and promoting equal opportunities:** fill out our anonymous [Equality & Diversity Monitoring Information survey](#)

Closing Date: Friday 22nd March at 12:00pm

Appointments are subject to satisfactory Safer Recruitment checks, including a Disclosure and Barring Service (DBS) check where appropriate to the role.

ID: 1106