



Family Time Support Worker

Main purpose of role:

- To supervise / monitor the contact between children and their parents and/or other relatives where court orders or other circumstances make this necessary
- To carry out individual work with children and/or their parents as agreed with the Manager. Family Contact Workers will work in a variety of settings, including occasionally family and foster homes in the provision of Family contact Sessions
- This post requires the successful candidate to work flexibly and to undertake some work outside of normal office hours and/or at weekends.

Specific Responsibilities:

- To work in conjunction with the Manager and Senior contact workers to provide Family Contact
- To provide transport to children & occasionally family members, to & from the contact venue.
- Work closely with commissioning Children and Families Social Workers as part of agreed plans for children.
- To report to the Manager or other Designated Officer any circumstances giving rise to concern relating to the safety of children (including accidents to staff and or service users)
- Liaise with colleagues within Social Care Services (Adults/Children's Services) and professionals within external agencies, as agreed within plans for children as and when required.
- Keep written records/ produce reports, as requested, in accordance with policies & procedures.
- To assist/participate in Child Protection Conference, Planning & Review meetings, as required.
- Maintain confidentiality at all times
- Promote an atmosphere in which parents/carer's are encouraged to take responsibility for meeting needs of their children.
- Attend Court as a witness if required, in court proceedings, involving children and families.
- To remain abreast & informed of current thinking in relation to professional conduct & practice.
- To assist in compiling reports for court if required.

Other Duties :

- Maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training.

- Undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.

Must have a Clean Driver's license and access to a car and Business insurance

PERSONAL SPECIFICATION

Education Qualifications : NVQ Level II Health & Social Care or equivalent

Essential Criteria

- All candidates should have at least 1 year's experience of working with children and/or families

Essential Skills & Abilities :

- Good communication skills both written and verbal
- Good organisational skills
- Ability to prepare written records/reports to a high standard
- Ability to work as part of a team and maintain confidentiality
- Work availability on and out of hours basis
- Be responsive to families needs while retaining objectivity
- Good interpersonal skills with children and parents
- Be confident to gain skills for court appearance
- Be confident in dealing with difficult or urgent situations
- Be available for regular staff supervision, team meetings and training sessions
- Understanding and commitment to the importance of quality contact for families

Desirable Skills & Abilities

- Knowledge of child development
- Knowledge of Children Act 1989
- Understanding and commitment to the importance of quality contact for families
- Knowledge and experience of play skills
- Knowledge and experience of court procedures