

T.E.A.M EDUCATION TRUST

**JOB DESCRIPTION: Family Support Worker**

**Contract: 37 hours (term-time only)**

**Pay Scale**: **Grade 6**

**Responsible to: Early Help Manager**

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| **Key Responsibilities** |

The Family Support worker will be enthusiastic, highly skilled, and flexible providing early help work with parents, carers and children promoting their emotional health and well-being through a relationship-based approach. They will carry out planned programmes of work with individuals and support schools and their families. This will ensure children and young people get the best start in life. They will work with families to give practical hands-on support using a pro-active and challenging approach to enable families to build on strengths and promote family resilience that can sustain outcomes. This will include working closely with local initiatives and agencies to improve family outcomes. The post holder should be prepared at times to work alone in the families’ homes and have an ability to respond quickly to changing needs and circumstances; this may include travelling to other service areas.

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| **Core Requirements of the post** |

* To provide a consistent, reliable and outcome focused support service to a caseload of families who are identified from the academies Early Help Referral offer.
* To work with parents, carers and children promoting their emotional health and well-being through a relationship-based approach
* To carry out planned programmes of work with individuals and to support schools and families
* To develop a portfolio of resources, interventions, and training
* Undertake a family assessment and develop a clear set of objectives and targeted outcomes.
* To monitor the outcome plan, ensuring the actions are being met in a timely manner.
* To establish and maintain effective multi-agency links with the key partner agencies to promote an integrated and joined up approach to work with our families.
* To ensure that programmes of support for parents are available both formally and informally. This will be initiated through comprehensive assessment and local intelligence gathering to ascertain the needs of the family involved.
* To listen and provide guidance and support to families where necessary.
* To be alerted to safeguarding issues within a family, raising these with your line manager and DCPC following the safeguarding route. Reporting to Starting Point.
* To support and enable families to feel confident so exit the service successfully.
* To attend and participate in all relevant multi-agency meetings, professional’s meetings, case conferences, panels, and relevant neighbourhood meetings, and prepare detailed reports as required.
* To develop excellent relationships with a range of staff across Early Help, Adult and Children’s Services as well as with non-statutory partner agencies.
* To participate in specialist training, as identified by the line manager, and facilitate intervention programmes when required.

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| **General Duties** |

* To participate as a member of the T.E.A.M. MAT staff, being available for meetings when required
* To develop and maintain effective working relationships with colleagues within the team, local area and organisation.
* To receive line management and supervision as agreed with the line manager.
* To maintain records securely, participate in data monitoring activities, and undertake evaluation procedures as advised by the line manager.
* To develop and maintain appropriate boundaries of confidentiality with service users and professional colleagues within T.E.A.M. MAT and from other organisations.
* To maintain high standards of professional integrity and respect for others.
* To ensure continuous self-development through training, supervision, and other appropriate means.
* Any other duties which may reasonably be required by the T.E.A.M. MAT Management Team.

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| **Whole School Ethos** |

* Initiate, contribute to, or respond in a timely manner with respect to child safeguarding procedures
* Make effective use of all resources, including ICT and personnel
* Contributes towards the School’s Vision and Values, particularly promoting the careers, enterprise and developing positive outcomes for all our learners
* Understands and works to the expectations set out within the Trust/school policies.
* Use the performance management process to drive school improvement through the raising of standards of teaching and learning
* Promote the wider aspirations of the school

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| **Safeguarding and Child Protection** |

* Has up to date knowledge of relevant legislation and guidance in relation to working with and the protection of young people.
* Displays commitment to the protection and safeguarding of young people.
* Values and respects the views and needs of young people.
* Is willing to work within organisational procedures and processes and to meet required standards for the role.
* Demonstrates a commitment to fundamental British values and an awareness of how these can be promoted in direct work with children.

This job description is provided to assist the post holder to know their principal duties. It may be amended from time to time in consultation with you without change to the level of responsibilities appropriate to the grading of the post.