

Family and Safeguarding Co-ordinator

Personal Specification – Knowledge, Skills and Experience

Essential	Desirable
Level 3 qualification or above in Health and Social Care, Early Years, Social Work, Counselling or equivalent.	Recognised Social Work Qualification, e.g. CQSW, CSS, DipSW, Degree in Social Work, or equivalent, with at least 3 to 4 years post qualifying experience in field work or other related experience.
Have experience and skills in undertaking holistic whole family assessments and risk assessments.	Knowledge and experience of risk assessment and/or risk management.
An understanding of the barriers and challenges parents may face when trying to support the needs of their child.	Knowledge and understanding of The Care Act, Social Care legislation, Deprivation of Liberty legislation and the Mental Capacity Act, with knowledge of current Safeguarding Policies and Procedures.
An understanding of good parenting and knowledge of child protection, child development and mental health.	Knowledge of relevant legislation and statutory guidance.
An understanding and professional manner, with an ability to use initiative creatively when working independently with families.	
An ability to work collaboratively with families who may be at risk, to identify their support needs, plan, implement and monitor emotional and practical support to them.	Some experience of facilitating groups would be advantageous. Able to take on a leadership role with effective decision-making skills.
Experience of multi-agency working.	Experience of chairing multi-agency Safeguarding Adults meetings, or chairing similar multi-agency meetings, or the willingness to learn.
Experience of working with children who have complex health care needs and their families.	
An interest in the role of statutory and voluntary organisations providing care and the ability to negotiate with other service providers and to influence their response in order to improve the service provided to families under your care.	Experience of commissioning services with the knowledge of Local Authority contracting procedures.
An understanding of the impact of discrimination on the lives of those from minority ethnic communities and others that experience social exclusion, and an ability to work with people from diverse backgrounds.	
Excellent verbal communication skills and the ability to keep good written records and to give accurate information to a diverse user group.	Ability to assimilate, evaluate and prioritise information, including relevant data management skills.
Good IT skills to be utilised for recording purposes and preparing reports plus use of Email. Able to summarise, analyse and evaluate complex information Excellent recording and report writing skills using electronic data information systems.	Effective assessment, planning and reviewing skills, with the ability to prioritise tasks and manage workload and deal with conflicting demands.
An ability to work independently and as part of a team within a framework of policies and procedures.	
An ability to receive training, advice and constructive feedback in regular supervision and appraisals.	
An ability to work flexibly, early in the mornings, early in the evenings and/or at weekends.	

Essential Car user – Access to a vehicle and a clean driving licence is essential.	
Being a) people focused b) Reflecting a 'can do' approach c) Striving for excellence in everything we do d) Having mutual respect.	
Committed to Equal Opportunities and anti-discrimination practice in employment and service delivery, additional requirements Enhanced DBS Disclosure Certificate.	