

Job Description: Part-time Senior Family Support Worker (Bromley and Greenwich)

<p>Location: Based at Community House, Bromley. Working in boroughs of Bromley and Greenwich</p>	<p>Hours: Part-time 21 hours p/w (including flexibility to work some evenings and weekends)</p>	<p>Salary: £ 20,834 (Spinal Point 28) FTE: £34,723</p>
<p>AIM</p>	<p>To deliver a responsive and impactful practical and emotional support service to enhance the life chances of children by delivering one-to-one and group work programmes for children and parents who have experienced domestic abuse and social isolation; and a broad-based preventative support service for families with children up to the age of 13 years working in partnership with local schools, churches, local authorities and other agencies in SE London with a focus on the boroughs of Bromley and Greenwich.</p>	
<p>ACCOUNTABILITY</p>	<p>The post holder is accountable to and line managed by the south-east London Child and Family Support Service Manager and ultimately to the Chief Executive of Welcare who is responsible to the Trustees of Southwark Diocesan Welcare for the professional delivery of the service and the performance of the agreed duties.</p>	
<p>SPECIFIC CONDITIONS</p>	<p>The postholder will be based in Community House, Bromley and will be required to deliver work in Bromley, Greenwich and remotely. The postholder requires the technical ability and confidence to adapt existing support programmes and to deliver work digitally.</p>	
<p>GENERAL DUTIES</p>	<ol style="list-style-type: none"> 1. In consultation with the Child and Family Support Service Manager, to promote the programmes of work and manage the external and internal referral process including the assessment of need, risk and safeguarding concerns. 2. Lead and facilitate community group work programmes, parenting programmes and programmes for children impacted by domestic abuse including Families & Schools Together (FAST) programmes delivered in partnership with schools. 3. Attend designated meetings with multi-agency professionals and schools as part of a multi-agency response to the needs of children and families. 4. Advise support workers and partners on safeguarding matters and take appropriate action if escalation is necessary while keeping the Child and Family Support Service Manager informed. 5. To manage and provide supervision and support for Welcare staff or volunteers including case allocation. 	

	<ol style="list-style-type: none"> 6. Comply with Welcare's requirements for maintaining electronic case records and outcomes data in line with Welcare's policies using Lamplight and Outcomes Star. 7. Monitor and evaluate interventions and ensure that effective data is collected, that Outcome Stars are completed to record client progress and that client evaluation is collected at the conclusion of the intervention. 8. Maintain a positive profile for Welcare with external agencies and ensure that appropriate referrals are made to Welcare. 9. Attend family homes or schools for assessment visits. 10. Work towards specific goals that improve life chances as agreed with families in their individual plans; creating the conditions that ensure a child-focused approach to the work is developed and maintained. 11. Develop a good working knowledge of local resources for families and enable families to access them as appropriate to their needs; develop networks with statutory and voluntary agencies in the locality to enhance the service offered for the benefit of service users. 12. Comply with Welcare's policies, procedures and Staff Handbook, and in particular, the Safeguarding, Health & Safety and Data Protection Policies to protect the health, safety and welfare of yourself and others. 13. Work flexibly as required by the service and take part in Welcare and other organisations' meetings to support children and their families. 14. Act appropriately to support the Team Around the Child/Family, Early Help Assessment (EHA). 17. Assist preparation of Welcare communications including social media posts and make sure the information and case studies on the website reflect current services.
ADMINISTRATION	<ol style="list-style-type: none"> 1. Keep appropriate reports of the work undertaken and update Lamplight on a regular basis according to the set requirements. 2. Provide case studies where appropriate for monitoring, publicity and fundraising in line with guidance from Welcare's Central Office team. 3. Assist the Child and Family Support Service Manager in the preparation of regular reports and case studies for funders on the progress and outcomes of the work undertaken.
TEAMWORK AND LIAISON	<ol style="list-style-type: none"> 1. Develop effective relationships with staff in local statutory, voluntary, education and health services, etc. 2. Participate in regular team meetings as required and full staff meetings.
SUPERVISION, TRAINING AND DEVELOPMENT	<ol style="list-style-type: none"> 1. Make constructive use of group/individual and reflective supervision from the Child and Family Support Manager in order to assist professional development. 2. Take responsibility for identifying personal and professional training needs including group work training as agreed with the Child and Family Support Service Manager. 3. Maintain a high standard of professional practice both within Welcare and in the wider multi-agency environment, including keeping up to date with standards of good practice and local developments for service provision.

	4. Participate in and contribute to training programmes to increase knowledge, understanding and skills, making full use of local authority training opportunities.
TERMS & CONDITIONS	Salary: £20,834 + 18 days annual leave entitlement (6 working weeks). Welcare offers staff two additional days' paid leave each year (Christmas Eve and Maundy Thursday), pro-rata for part-time staff. Hours of work: 21 hours per week.
DATE CREATED	May 2023
JD REFERENCE	JD PS p/t Snr FSW Bromley and Greenwich (2023)

Please see Person Specification below

PERSON SPECIFICATION

Job Title: Part time Senior Family Support Worker
Hours of Work: 21 including occasional evenings and weekends
Local Centre: Community House, Bromley – working in Bromley and Greenwich and digitally with children throughout SE London.

ATTAINMENTS AND EXPERIENCE	
ESSENTIAL <ul style="list-style-type: none">• Experience of working independently and with others• Experience of safeguarding and the escalation processes• Qualifications in childcare, social work, social care, counselling, youth work or education i.e. Level 4 qualifications in Work with Parents, Health & Social Care or Children & Young People's Workforce• Experience of leading and facilitating group work	DESIRABLE <ul style="list-style-type: none">• Knowledge of current childcare legislation and legislation relating to disabilities• Experience of working with people from diverse cultures and ethnic backgrounds• Experience working with children or families who have experienced domestic abuse• Strengthening Families Strengthening Communities training & experience• AVA (Against Violence & Abuse) training and experience• Experience managing staff or volunteers
SKILLS	
ESSENTIAL <ul style="list-style-type: none">• Good digital and communication skills, including written and oral reporting skills• Creative approach to problem-solving• Skilled in recognising and responding to children's needs• Group work skills• Good listener• Networking skills• Good interpersonal/counselling skills• Excellent IT Skills	DESIRABLE <ul style="list-style-type: none">• Ability to prepare monitoring information• Good understanding of child and family relationships
PERSONALITY	
ESSENTIAL <ul style="list-style-type: none">• Practical• Sensitivity to children who are isolated and have been exposed to domestic abuse• Able to work on own initiative and as part of a team• Ability to empathise	DESIRABLE

<ul style="list-style-type: none"> • A non-judgemental attitude and positive approach • Ability to build relationships with a wide range of service users from different cultures • Able to engage with hard to reach families 	
CIRCUMSTANCES	
ESSENTIAL <ul style="list-style-type: none"> • Ability to facilitate groups online • Available to lead courses for one evening per week. 	DESIRABLE <ul style="list-style-type: none"> • Use of own transport would be helpful to reach parts of south-east London
WORK INTERESTS	
ESSENTIAL <ul style="list-style-type: none"> • Commitment to providing good quality services to families • Commitment to working in partnership with families and service users • Interest in co-working in multi-agency partnerships 	DESIRABLE
WORK ATTITUDES	
ESSENTIAL <ul style="list-style-type: none"> • Reliable and consistent • Flexible • Commitment to anti-discriminatory/ diversity working practices • Commitment to confidentiality. • Empathy with Welcare's Christian Value Base 	DESIRABLE