



The Federation of Cherry Oak School and Victoria School, with Victoria College

Based at: Victoria College, Bell Hill, Northfield, Birmingham, B31 1LD

Fixed Term Contract Level 3 Family Support Worker until 31.08.2022

JOB DESCRIPTION

JOB TITLE: Family Support Worker

JOB NO:

GRADE: 3

DIVISION:

POST REQUIRES DISCLOSURE VETTING AND BARRING CLEARANCE: YES

1.0 JOB PURPOSE

- 1.1 To support young people and their families through the transition process, both into and out of college. To support students and families throughout their time in college to prepare for adulthood.

2.0 DUTIES AND RESPONSIBILITIES

- 2.1 To ensure that the voice of the younger adult is heard and is at the centre of the everything we do, demonstrating they are an equal partner in co-designing their intervention and support programme
- 2.2 To support vulnerable younger adults, 19-25, to live, learn and thrive
- 2.3 To enable younger adults to find the best solutions for themselves, to support them in making independent decisions about how they live
- 2.4. To work alongside partners and families to galvanise social capital and to offer whole system support, providing information and advice
- 2.5 To co-produce and co-ordinate family group work programmes, based on the principles of Family Group Conferencing, to ensure that the young person is supported to get their plan right
- 2.6 To enable the young person to deal with challenges in life and by meeting their support requirements enable them to achieve their desired outcomes
- 2.7 To facilitate and grow peer support networks based on Community Circles of

4.0 SUPERVISION GIVEN (excludes those who are INDIRECTLY supervised i.e. through others)

POST TITLE	GRADE	NO OF POSTS	LEVEL OF SUPERVISION*
N/A			

*Use 1,2 or 3 as in 3.2

5.0 SPECIAL CONDITIONS

Full driving licence and access to own vehicle

All staff are expected to **understand** and be **committed** to Equal Opportunities in employment and service delivery

Previous experience of working with children and vulnerable young people from a health background, social care, police, voluntary and community sector

To work flexible hours as determined by the support requirements of the young adult and the College



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Level 3 Family Support Worker

Person Specification

Method of Assessment (M.O.A.) A.F. = Application Form; I = Interview; T. = Test or Exercise; C. = Certificate; P. = Presentation.

CRITERIA	ESSENTIAL	M.O.A.
Education/Qualifications NB: Full regard must be paid to overseas qualifications.	<ul style="list-style-type: none"> Educated to GCSE (Including at least a pass of at least grade 4 or equivalent in English and Maths) 	AF/I/C
	<ul style="list-style-type: none"> A recognised qualification in health/social care, teaching assistant, community or family work 	AF/I/C
Experience (Relevant work and other experience)	Previous experience of working with children and/or vulnerable younger adults who have endured trauma and may have multiple risk factors	AF/I
	<ul style="list-style-type: none"> Experience of working in a multi-disciplinary way 	AF/I
	<ul style="list-style-type: none"> Experience of working with families/carers 	AF/I
Skills & Ability e.g. written communication skills, dealing with the public etc.	<ul style="list-style-type: none"> An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016 	I
	<ul style="list-style-type: none"> Good verbal and written communication skills 	AF/I
	<ul style="list-style-type: none"> Good ICT skills in Microsoft Word, Excel, Outlook and Power Point 	AF/I
	<ul style="list-style-type: none"> Commitment to team working and able to work independently 	AF/I
	<ul style="list-style-type: none"> An awareness of how social and health issues impact on family functioning 	AF/I
	<ul style="list-style-type: none"> Understanding and knowledge of meeting the complex and diverse needs of young people and families 	AF/I
	<ul style="list-style-type: none"> Ability to plan, manage, monitor and evaluate own work and keep accurate records 	AF/I
	<ul style="list-style-type: none"> Understand the importance of confidentiality and professional boundaries 	AF/I
	<ul style="list-style-type: none"> Understanding and competence in safeguarding 	AF/I

Training	Evidence of commitment to continual personal development Willingness to undertake further training	AF/I AF/I
Other	Understanding of and commitment to equality of opportunity and diversity in practice and application to practice	AF/I

Declaration

I have received, reviewed and fully understand the job description for the Level 3 Family support worker position at Victoria College.

I further understand that I am responsible for the satisfactory execution of the essential functions described there in under any and all conditions described.

Employee Name (Please print full name) _____

Employee Signature _____ Dated _____