



<b>Department:</b>	<b>Children and Family Services</b>
<b>Job Title:</b>	Youth Worker
<b>Grade:</b>	Grade 9
<b>Post Number:</b>	
<b>Service/Section:</b>	Children and Families Wellbeing Service
<b>Base/Location:</b>	
<b>Responsible To:</b>	Team Leader
<b>Responsible For:</b>	<i>n/a</i>
<b>Key Relationships/ Liaison with:</b>	Internal and external partners and organisations including: statutory bodies, government departments, regulatory bodies, schools, voluntary and community organisations, police, health, Job Centre Plus, children, young people and parents/carers.

<b>Job Purpose</b>
The Children and Families Wellbeing Service works with children, young people and their families to support them to achieve the best outcomes possible. This role within the youth strand of the Service is aimed at supporting young people where there are vulnerabilities such as a risk of offending, re-offending, causing harm to others, and their own emotional wellbeing. The principal aim is to minimise (and ideally prevent) the risk of these events occurring through planned interventions and innovative delivery styles.

<b>Main Duties and Responsibilities</b>	
1.	<b>Case Management</b> - To case manage children and young people who have been identified as requiring an intervention. This involves the post-holder undertaking assessments, planning interventions, undertaking interventions with individuals and families, reviewing the work undertaken and closing input at the appropriate time with a robust exit strategy.
2.	<b>Group Work/Pathways</b> - Contribute to developing innovative and positive work for groups of vulnerable children, young people and their families and carers. This includes building positive relationships with participants to support them to effectively engage in the programme delivered.
3.	To adopt evidence-based practice in the work undertaken by young people. This includes empowering young people and their family members/carers to become more resilient and independent through a basic understanding of the whole family working approach.

4.	To deliver service in line with legislation / guidance and in accordance with national and local standards.
5.	To uses skills of mediation, advocacy and positive role-modelling when relationships within families or with partners have become difficult or have broken down.
6.	To work in partnership with children, young people and their network in a persistent and pro-active way, employing a range of innovative techniques to engage positively with those individuals and families who have often been known to be unwilling to engage with Services or frequently disengage.
7.	To contribute to the development of the work within the locality team to deliver services to meet the needs of children, young people and their families.
8.	To liaise and maintain contact with the professionals involved with a child, young person or family, including the effective sharing of relevant information pertaining to the progress of work or concerns.
9.	To contribute to the protection of children from abuse; to support access to early interventions treatment and crisis support services to address issues identified as presenting a risk to the young person's welfare, in accordance with local and national safeguarding policies, procedures and practice
10.	To maintain concise and accurate case records and assist in collecting and collating statistical information as required
11.	To attend and participate in team meetings, representing the service at relevant multi-agency meetings and other meetings as required. This may include the production of formal written reports.
12.	Participate constructively in supervision with the line manager and attend learning and development events as required.
13.	To undertake any duties in line with the above as directed by the Service Manager, Team Manager or Team Leader.
<b>Activities specific to Crime Prevention and YOT Worker Roles</b>	
14.	To keep up to date with relevant criminal and Youth Justice issues, legislation, research, guidance and standards
15.	To case manage children and young people who pose a low to medium risk of harm to others and to contribute towards co-working high-risk of harm to others cases as required.
16.	To plan, deliver and assess, where appropriate, out of court disposals and some statutory work as ordered by the Court.
17.	To manage risk in the community and to show an understanding of, and commitment to, risk policies and procedures
18.	Responsible for protecting and managing information securely, and reporting breaches or suspected information security breaches, in line with Council policies.

### Special Factors

- This job is not offered at less than 0.5 FTE due to the casework element and support required. It is vital to the future of the department that the post holder is flexible in taking on additional tasks, willing to offer help to employees in other groups, and treats co-operation and support for colleague as a top priority.
- The nature of the work will involve the jobholder carrying out work outside of normal working hours.

- This post is eligible for a DBS check under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (i.e. it involves certain activities in relation to children and/or adults) and is defined as regulated activity under Part 1 of the Safeguarding Vulnerable Groups Act 2006. Therefore a **DBS enhanced check for a regulated activity (includes a barred list check) is an essential requirement.**
- Expenses will be paid in accordance with the Local Conditions of Service.

**This job description sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the job.**

**Leicestershire County Council is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.**

**Date Prepared/Revised: 18/09/2018**

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<b>Job Title:</b>	<b>Youth Worker</b>
<b>Grade:</b>	<b>9</b>
<b>Post Number:</b>	
<b>Service/Section:</b>	<b>Children and Families Wellbeing Service</b>

	<b>Essential</b>	<b>Desirable</b>	<b>How assessed</b>
<b><u>Qualifications</u></b>			
NVQ level 3 (or equivalent) plus significant relevant experience	✓		Dc/Int
PCEP / K208 (YOT specific)		✓	Dc/Int
Evidence of training, or of further study, that enhances the applicant's understanding of issues faced by young people		✓	Dc/Int
<b>Or</b> Demonstrable experience identified within the section below.	✓		App/ Ref/Int
<b><u>Experience</u></b>			
Significant experience of working with children, young people and families in either case or group work situations	✓		App/Int
Experience of working in the Criminal Justice System (YOT Specific)		✓	App/Int
Experience of working in a multi-agency setting		✓	App/Int
Experience of engaging with young people who are vulnerable or from a hard to reach group	✓		App/Int
Experience of developing and delivering training and group work	✓		App/Int
<b><u>Knowledge</u></b>			
Knowledge of youth justice and safeguarding legislation and the operation of the youth justice system (YOT Specific)	✓		App/Int
	✓		

Underpinning knowledge of theories of engagement of young people	✓		App/Int
Awareness of the issues faced by young people (social, economic and inter-personal)	✓		App/Int
Awareness and commitment to implement safeguarding procedures in accordance to the Local Safeguarding Children Board	✓		App/Int
Understanding of the production and delivery of effective interventions for young people	✓		App/Int
Knowledge of child development and an awareness of differing needs of children and young people	✓		App/Int
Knowledge of restorative approaches (YOT only)	✓		App/Int
<b><u>Skills and Competencies</u></b>			
The ability to work independently, as part of a team and in collaboration with partners and other.	✓		App/Int
Excellent and engaging communication skills; written, verbal and presentation.	✓		Ref/Int/ Test
Good organisational, planning skills and working to deadlines	✓		App/Int
The use of innovative and interactive techniques to engage young people, parents, staff and partners, in particular those children, young people and families that are hard to reach.	✓		App/Int
Ability to work on own initiative and to prioritise work.	✓		App/Int
IT skills to include the ability to use Word processing packages and databases / case management systems	✓		Ref/Int/ App
Good assessment skills and the ability to use Assessment tools		✓	App/Int
<b><u>Other Requirements</u></b>			
An understanding of, and commitment to Equal Opportunities, and the ability to apply this to all situations.	✓		App/Int

Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010	✓		Med
A flexible approach to working, including out-of-hours, and an ability and willingness to travel to various locations in a cost efficient way	✓		Ref/Int
Possession of a valid driving licence, access to a vehicle, and relevant insurances. However, a reasonable adjustment will be considered for an applicant with a disability.	✓		App/Dc
The post-holder must be willing to undertake further training within the relevant professional development framework (Early Help or Youth Justice)	✓		App/Int
The post-holder may be required to attend, from time to time, other training courses, conferences, seminars, or meetings as required by his/her own training needs and the needs of the service	✓		App/Int

<b>Key:</b>	
<b>App = Application Form</b>	<b>Pre = Presentation</b>
<b>Test = Test</b>	<b>Med = Medical Questionnaire</b>
<b>Int = Interview</b>	<b>Dc = Documentary Evidence (E.g., Certificates)</b>

<b>Date Prepared/Revised: 18/09/2018</b>
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