

**Job Description**  
Part-time Family Support Worker

**GRADE/SALARY:** £22K pro rata

**HOURS OF WORK:** 18 hrs per week

**WEEKS WORKED:** 52 weeks per year - negotiable

**MAIN PURPOSE OF THE JOB**

The Family Support Practitioner will be responsible for the organisation and delivery of high quality support for vulnerable families and those in need of additional support. The work will support families in improving the quality of care given to children. It will improve outcomes for families by alleviating barriers to learning and improving communication and links between school and home.

Promoting and safeguarding the welfare of children and young people in accordance with the school's safeguarding and child protection policy, particularly in relation to e-safety and social media, in accordance with school policies, and the school's Christian ethos and values.

**ORGANISATIONAL RELATIONSHIPS**

1. Responsible to the Principal. Work closely with SENCo.  
Overall Management - Sharing Parenting.
2. This position will have 14 hours dedicated to school and 4 hours dedicated to Sharing Parenting on average.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. To contribute to the process of identifying families in need of support by liaising with class teachers and support staff and the school's leadership team.
2. To assess the needs of identified families and respond to those in need by offering support, advice and guidance with parenting and social issues as required.
3. To offer and provide support to families through engaging with parents at the start and end of the school day, through regular surgeries and through making and developing contacts.
4. To provide or source training and guidance for parents to build parenting capacity and develop skills in supporting and nurturing children and providing a stable home environment.
5. To liaise with outside agencies and outreach staff and to signpost parents to other sources of support.

6. To arrange and carry out home visits to build a picture of a family's needs and to provide advice, guidance and support. This may involve some 1:1 work with the child.
7. To contribute to the development of positive home school links by liaising between families and the school to build confidence within the wider local community.
8. To liaise with SENCo and school staff regarding interventions and support in place for vulnerable children and work with the families to enable them to work.
9. To maintain and grow partnerships with local community groups.
10. To be aware of and comply with school policies, including those relating to child protection, equal opportunities, health, safety and security, confidentiality and data protection.
11. To work with vulnerable children and families as a pre-emptive measure in order to reduce the risk of families moving into CIN/CP.
12. To work with Looked after Children in partnership with Designated Looked After Children person and act as a key point of contact within the school.
13. Undertake regular reflection on day to day practice and when appropriate specific cases.
14. To maintain accurate and up to date records and prepare detailed reports as required by the 'Big Lottery'.
15. To complete and review CAFs with families, in order to support them with accessing the most appropriate support.
16. Provide guidance, support and training to other staff where appropriate in behaviour management strategies and addressing challenging behaviour.
17. To act as advocate, where necessary, as directed by the Principal/DSP, to support families.

## **KNOWLEDGE AND SKILLS**

You'll need to be able to build relationships with families facing difficult circumstances, have a non-judgmental approach and have lots of patience and understanding.

As a family support practitioner, you will need:

- the ability to communicate sensitively, confidentially and effectively with children and adults
- the ability to build good relationships with families that may be unfriendly at first
- a good understanding of child development and the needs of children
- the ability to help parents develop the skills they need to run their home
- a non-judgmental approach
- a commitment to supporting people in difficult circumstances
- understanding, patience and good listening skills
- the ability to stay calm under pressure
- good time management and organisational skills
- a flexible approach
- good team working skills
- ability to run parenting and nurture groups.

You would work with a range of health and social care professionals and you would keep accurate and up to date client records.

Qualifications in childcare, social work, social care, counselling, youth work and education are desirable. Examples of qualifications might include:

- Level 3 Certificate in Work with Parents
- Level 2 and 3 Diplomas in Health and Social Care
- Level 3 Diploma for the Children and Young People's Workforce (all pathways).

Facilitator qualification in evidence based parenting programme

**Job Description prepared by:** Suzanne Pearson

**Designation:** Suzanne Pearson

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