

All Saints Centre – All Saints Youth Project

Job Description and Person Specification

Job Title: Family Support Worker

Reports to: Family Support Co-ordinator

Main Purpose and Scope of the Job:

To provide focussed support to motivate families and their young people (with and without additional needs) to improve communication and relationships. To support parents /carers and their young people to increase the skills, confidence and abilities of all family members to live their daily lives in a positive and safe way.

Part-time: 16 Hours per week (Wednesday, Thursday, Friday with some flexibility as required)

Holidays: 5 weeks pro rata

Annual Salary: £8,819.20

Duties and responsibilities: To work within the All Saints Statement of values to ensure that the goal of all our work is positive outcomes for young people, working in a child centred way.

A. Supporting families and their young people

1. Build a trusting relationship with parents/carers and young people to help alleviate or break their social isolation.
2. Provide emotional and practical support for parents/carers to equip them with the skills to support their young people's development and to deal effectively with issues that could affect the family's well-being.
3. Deliver targeted family support
4. Set up and facilitate appropriate support groups
5. Signpost parents/carers to other organisations for related support.

B. Professional Matters

6. Undertake monitoring and evaluation of support delivered
7. Attend staff meetings, supervision and ongoing professional training as required
8. Provide reports to the Youth Management Committee and Board as required

C. Volunteering

9. Encourage parents/carers to take up volunteering opportunities within community.

D. ASYP Team and Values

10. Work within All Saints policies and procedures including safeguarding and child protection policies.
11. Ensure that equal opportunities and non-discriminatory practice underpins all work. Positively promote the principles of these policies amongst colleagues, service users and other members of the community
12. Work with staff, volunteers and students to develop and deliver a holistic, safe accessible service for young people and their families
13. To work flexibly as required by the needs of the organisation and carry out any other reasonable duties as required.
14. Work co-operatively with staff and volunteers working in other parts of All Saints Youth Project and within All Saints Community Projects

E Administration and Finance

15. Maintain up to date records

Person Specification: Family Support Worker (part-time)

E: essential D: desirable	E	D
An enhanced DBS check	/	
Qualifications		
Minimum Level 3 NVQ or equivalent in a related area of knowledge	/	
Relevant qualifications for working with families and young people (with and without additional needs)		/
Experience		
Supporting (with particular reference to mental health issues) <ul style="list-style-type: none"> Parents/carers Families Young people aged 11 to 19 (up to 25 years with additional needs) 	/	
Experience of working within a community-based organisation	/	
Monitoring, evaluation and reporting	/	
Networking and interagency work.		/
Skills		
Personal organisational skills: prioritising, time management and record keeping	/	
Good communication skills (verbal and written)	/	
Able to use basic computer packages, internet and e-mail	/	
Ability to work as part of a team.	/	
Facilitating groups		/
Developing resources		/
Knowledge and understanding		
Issues (including mental health, domestic abuse, substance abuse) affecting <ul style="list-style-type: none"> Parents/carers Families Young people aged 11 to 19 (up to 25 years with additional needs) 	/	
Safeguarding	/	
Good working practices for family intervention	/	
Equal opportunity and anti-discriminatory practice.	/	
Knowledge of relevant partners/networks and community resources		/
Qualities		
Non-judgemental attitude to young people and parents/carers	/	
Self-motivated	/	
Flexible	/	
Friendly and approachable	/	
Reliable	/	
Good timekeeper	/	
Reflective	/	
Willingness to undertake training	/	
Empathy and commitment to the aims of the project	/	
Willingness to work flexible hours	/	