



Family Assessment Worker

(Bank)

Job Description and Person Specification

Job title: **Family Assessment Worker (Bank)**

Department: Residential Team

Responsible to: Residential Manager/Centre Director

Main Duties and Responsibilities:

- To ensure you are available to undertake a variety of shifts to cover a rota which includes morning, afternoon and evening shifts, weekend shifts, bank holiday shifts and sleeping in duties, as required.
- To work in line with Living Springs' Policies and Procedures.
- To work with a team ethos, understanding and adhering to Living Springs' values and expectations of behaviour.
- To undertake objective assessments based on detailed observations regarding children and families, within a residential or community based setting.
- Ensure that the supervision remit detailed for each family is adhered to and maintained as an utmost priority at all times.
- To ensure the safety of the children at all times during the assessment process and adhere to Living Springs' Safeguarding Policy.
- To promote the health, safety and welfare of all families with whom you are working.
- Undertake ongoing risk assessments of families, acting decisively to protect children.
- To build appropriate professional working relationships, working in partnership with families and advising and supporting parents in the care of their child(ren).
- To maintain a consistently high level of observation, recording, interaction, communication and assessment of families' interaction.
- To undertake direct work with families focusing on a variety of parenting related subjects.
- Travelling to various locations, including a family's home, in accordance with pre-planned schedules.
- To attend and participate in team meetings.
- To ensure a smooth handover where information is shared within the staff team by communicating effectively.
- Assist with updating Chronology and saving into computer file.

- To participate fully in training and supervision, identifying training courses relevant to your role and personal development.
- To promote and maintain equal opportunity and anti-oppressive practice within the work environment.
- Have an awareness and understanding of the centre's policies and procedures as well as relevant government guidelines and legislation, paying particular attention to Child Protection Procedures, Equal opportunities, anti-discriminatory and health and safety policies.
- To understand and implement Child Protection and Adult Protection policies and procedures as appropriate.
- To undertake administrative and domestic duties as required.
- To attend Court and give evidence in Child Care cases, if required.
- Be able to lift/carry children/babies when necessary, including lifting babies in carry seats into and out of cars. Walk up and down stairs safely, assisting children/parents in the residential centre.
- Undertake any other duties or tasks as identified by management or the Trustees.

Providing Support and Guidance to Families

Main Responsibilities:

- Establish and sustain supportive, non-judgemental relationships with families.
- Support parents in developing parenting skills, providing them with guidance and advice which promotes the welfare of the child and remains in their best interests.
- Demonstrate an ability to work in partnership with parents, taking into account the family's own history and life experiences and the impact this has had upon them.
- Accompany families off site to access local services and for shopping trips and appointments when necessary. Undertake transport of parents and/or children safely in your own vehicle, or through any means of public transport, as required.
- Be prepared to walk to local amenities with families when required.
- Undertake childcare when required for families in residence, to allow attendance at various groups on site and/or external appointments or for parents to take babysitting time.

Professionalism

Main Responsibilities:

- To represent the centre in a professional manner at all times to internal and external stakeholders.

PERSON SPECIFICATION

Qualifications

- Minimum Level 3 Children and Young People's Workforce Diploma or equivalent

Essential

- Own car insured for business use, which is suitable for transporting children and clean driving licence
- Living Springs is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
- Able to work a variety of shifts, including mornings/afternoons/evenings/weekends and sleep-ins, as required
- Experience of working with children/young people/families
- Experience of making effective working relationships with service users and professionals
- Proven ability to maintain accurate and detailed records
- Physical ability to lift/carry children when necessary, including lifting babies in carry seats into and out of cars. Also to be able to undertake work within the residential centre which involves being able to walk up and down stairs safely, assisting children/parents
- Ability to recognise child abuse-sexual/physical/emotional problems
- Ability to support people in distress/crisis
- Ability to work with families of different backgrounds and ethnicity

Desirable

- Good written and oral presentation skills
- Good knowledge of child development
- Experience of working with service users who may have learning difficulties
- Understanding family dynamics
- Knowledge of benefits, ability to help parents with budgeting
- Creative thinking and problem solving ability
- Ability to make independent judgements and exercise initiative within agreed limits