

Job Description and Person Specification

Job details

Job title: Family Hub Practitioner

Grade: NNCBAND004

Reports to: Family Hub Cluster Manager

Responsible for: No Line management responsibility

Directorate and Service area: Family Hubs/Early Help Children's Services

Purpose of the job

As part of the Family Hub and Start for Life programme development, North Northamptonshire Council are recruiting to an exciting new post that will be a key part of designing its new Family Hubs and Early Help Offer

Family Hubs will provide a universal 'front door' to families, offering a 'one-stop shop' of family support services across their social care, education, mental health and physical health needs, with a comprehensive Start for Life offer for parents and babies at its core. The new team will work with families both universally and in a targeted way to ensure that children, young people and their families receive access to good quality provision but also have access to support at the earliest opportunity should they need it ensuring they get the right help at the right time in order to thrive.

As a Family Hub Practitioner, you will work as a member of the Family Hubs Team delivering both universal and targeted, co-ordinated interventions to families with children 0-19 (25 with SEND).

The post holder will be expected to operate a Think Family approach in their practice and work around the times of the family. As such, this post will be expected to work flexibly including, on occasions, at evening and weekends, and will be co-ordinated by Management as required.

The post-holder will contribute to assessment, planning and intervention for families and will work in partnership with parents and children providing practical, hands-on support, information, advice, and guidance covering a range of issues.

The Family Hub Practitioner will also deliver a variety of individual and evidence-based group interventions with children and families as directed by Family Hub Cluster Manager.

Principal responsibilities

1. Plan and deliver high quality focused support to children and families in the North Northants through provision of 1:1 and topic-based group support, this may also include digital and online support
2. To provide 1:1 and topic-based group support to children and their families who have been identified SPA (single point of access) to address issues highlighted by the assessment and plan. This will include contribution to assessments and plans where clear identified outcomes are to be achieved as part of the interventions

3. To work to strengthen the resilience of children and families by supporting them to access Digital service and information and guidance
4. To plan and deliver evidence based parenting programmes and support for the home learning environment and support for vulnerable children and families that require additional help and support
5. To work alongside multi agency partners, particularly schools to deliver high quality, evidence-based interventions to identified children and families to improve outcomes
6. To ensure that outcomes are met, and key indicators are achieved in line with expected standards
7. To ensure that the lived experience and voice of the child is central to all planning and delivery of support.
8. Maintain records to a high and consistent standard in and all relevant documentation in line with policy and ensure that all electronic systems are updated and maintained as appropriate
9. To be an Early Help Champion and contribute towards Early Help Assessment and other appropriate assessments where and when required
10. To have a good understanding of risk and be able to respond appropriately to incidents relating to child protection and safeguarding and maintain client confidentiality and information sharing protocols
11. Actively contribute to the gathering of information from service users and partner agencies to evaluate service delivery and provide evidence of performance against service objectives and inform future service delivery

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs
2. To work flexibly to meet the needs of the service. This will include working from any service base as required as well as some early mornings, evenings and weekend work. All staff within the service may be required to work across the whole of North Northants on occasion
3. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons)
4. Understand the council's commitment to Corporate Parenting and take responsibility to support this commitment. Enable the council to be the best corporate parents possible to children and young people in our current and previous care
5. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Special features of the post

This post requires satisfactory clearance of an enhanced Disclosure and Barring Service disclosure

This post may require the postholder to travel across NNC and deliver from any of the Family Hub sites on occasion

Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	<ul style="list-style-type: none"> Level 3 Diploma (or equivalent) in Childcare, Health and Social Care or a relevant field, or evidence of relevant and substantial experience 	<ul style="list-style-type: none"> First Aid Counselling Signalong
Experience and Knowledge	<ul style="list-style-type: none"> Experience of working with vulnerable children, young people, and families in the public, private or voluntary sector Experience of engaging and gaining the trust of children, young people, and their families Experience of working in a multi-agency environment Experience of creating accurate, timely and concise written records including assessments in line with standards Sound knowledge and understanding of child development, and knowledge of parenting skills. Understanding of the impact of inequality and deprivation on outcomes Understanding of equality and diversity principles 	<ul style="list-style-type: none"> Sound knowledge of NNC's safeguarding procedures Knowledge of special educational needs & disability

Attributes	Essential criteria	Desirable criteria
Ability and Skills	<ul style="list-style-type: none"> • Ability to work effectively as part of a team and self-directed. • Ability to plan, deliver and evaluate effective interventions. • Ability to communicate effectively with children and their families and build trusting relationships. • Ability to deal with difficult/sensitive situations. • Ability to handle confidential information. Organisational abilities and accurate record keeping • Flexible and responsive – able to deal with emerging issues and needs • Hold a current driving licence or ability to travel freely from place to place if required 	
Equal Opportunities	<ul style="list-style-type: none"> • Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs • The post-holder should be committed to working with children and families from diverse backgrounds and to working with them to promote positive health and social outcomes 	

Attributes	Essential criteria	Desirable criteria
Additional Factors	<ul style="list-style-type: none"> Uniform will be provided 	