Job Description

Job Title: Autism Support Practitioner

POSCODE: CCC2445

Grade: SO1

Overall purpose of the job

Please write one or two sentences about why the job exists. Focus on the achievement of the key end results of the job.

To provide signposting and support to those aged 16-75 with Autism, therefore acting as a preventative service, reducing the need for further social care support. To provide Autism awareness and support within the organisation and to wider organisations.

Main accountabilities

Please list the accountabilities in descending order of priority. Please include 6-9 accountabilities.

	Main accountabilities
1.	Manage a caseload of support to people from 18 to 75 years of age identified by Cambridgeshire county councils Adult and Autism team, Young Adults team, Learning Disability partnership locality teams and Cambridge and Peterborough Foundation Trust mental health teams
2.	Provide professional, individualised advice, support and information. This will include 1:1 support to enable access to employment, volunteering and social activities. For example, going with someone to the activity in the first instance, to support them to build confidence to attend independently.
3.	Assist people to build social networks, through linking them to local activities and groups, including volunteering groups. Support to consider social anxiety and self-management techniques
4.	Manage and be responsible for the referral process and implement the eligibility criteria for the service, including managing the waiting list for the service, applying agreed priority to those on this, confirming Autism diagnosis and working within the departmental IT systems to manage workload and flow
5.	Develop and maintain effective working relationships with a range of public sector teams across Cambridgeshire to increase awareness and understanding of Autism.
6.	Identify key community and generic services in Cambridgeshire. Contribute to the increase of knowledge and awareness of Autism to enable these services to make reasonable adjustments required for access for people who have Autism.
7.	Provide post diagnostic support to those newly diagnosed with Autism including signposting to other areas of support
8.	Provide support to those with Autism in the Criminal justice system, including acting in the role of appropriate adult

| 9. | Demonstrate an awareness and understanding of equality, diversity, and inclusion. |

Safeguarding commitment *(Include for roles involving work with children/vulnerable adults)*
We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

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Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Education to a minimum of A level standard		**Essential**
Relevant qualification in field – via social care or health	**Further qualification in Autism**	**Desirable**

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
Knowledge		
Understanding of Autism	To understand the primary tenants of Autism and how these may affect individuals. To have insight into neurodiversity vs neuro typical views and how this may create difficulties	Essential
Understanding of the policy environment relating to Autism	To have awareness and understanding of legislation in relation to Autism such as the Autism Act 2009 and Equality Act 2010. To have an awareness of local policies and developments about implementing this legislation	Essential
Skills		
Excellent verbal and written communication skills	Ability to write clear and consider reports for a variety of audiences, including public sector bodies such as the DWP. Ability to adapt communication and sue a variety of technology to support engagement from those with Autism.	Essential
Ability to work from own initiative; self-motivated. Ability to work autonomously and as part of a team	To manage an active case load, being able to prioritise interventions and be accountable for your own work. To draw on team resources and colleagues to maximise outcomes for those you work with	Essential
Ability to develop local partnerships and develop a networked Autism community	Ability to form effective working relationships with a wide range of organisations in the voluntary and funded sector. To support wider understanding and acceptance of those with Autism	Essential

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Good planning abilities: ability to prioritise own workload	To have clear understanding of required timescales and outcomes and be able to use this to inform workload management	Essential
Experience	Give an idea of the type and level of experience required **do not** specify years of experience.	
Experience of working and supporting people who have Autism	Ability to demonstrate supporting people with Autism, with and without associated learning disabilities in a range of settings	Essential
Experience of working with partner organisations	Ability to evidence a range of partner organisations that have been engaged with	Essential
Experience in making presentations and training others in Autism awareness	To be able to prepare and present information about Autism to colleagues and those within other organisations	Essential
Equality, Diversity and Inclusion (applies to all roles.	Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role.	
Safeguarding *(include for roles working with children/vulnerable adults)*	Demonstrate an understanding of the safe working practices that apply to this role. Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	

Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced	**Enhanced with barred list checks**

Work type

	Fixed	Hybrid x	Field	Remote	Mobile
What work type does this role fit into? (tick one box that reflects the main work type, the default work type is hybrid)					

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