



Job Description

Job Title: Young Person's Advocate

POSCODE: 742 (August 2023)

Grade: J

Overall Purpose of Role

To support children and young people who are involved in Child Protection Conferences or who are looked after; to enable them to participate in their meetings and ensure their views are communicated and considered throughout all related processes.

To assist young people to participate in policy making and procedures to improve services.

To offer support and guidance for any young person who makes a complaint about services in Children's Social Care.

Main Accountabilities

| | |
|----|--|
| 1 | To organise, co-ordinate, meet and provide information to young people prior to Child in Care Reviews or any other meeting to support them to prepare for involvement and participation. |
| 2 | To design, develop and update a website for young people in order to provide useful information and a comprehensive signposting service regarding statutory Children's Services |
| 3 | To provide individual advice to children and young people to ensure good practice, that their rights are recognised and that they are not being treated unfairly. |
| 4 | To use creative ways to empower young people so they can express and communicate their views. |
| 5 | To attend Child Protection Conferences Review or other meetings either with or on behalf of the young people according to their wishes and circumstances. |
| 6 | To develop and promote specific participation initiatives for children and young people and other service users who may not readily gain access to the service. |
| 7 | To work with colleagues from the Independent Visitors Service - a statutory befriending service for children looked after. This involves recruitment, training and supervision of volunteers and the matching of Independent Visitors with young people. |
| 10 | To demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs. |

| | |
|----|--|
| 11 | To ensure that reasonable care is taken at all times for the health, safety and welfare of yourself, others and to comply with the policies and procedures relating to health and safety with the Trust. |
|----|--|

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.

Person Specification

Qualifications, Knowledge, Skills and Experience

Minimum level of qualifications needed for this post

| Qualifications Required | Subject | Essential/Desirable |
|----------------------------|---|---------------------|
| Professional qualification | Youth work; Social Work; Advocate; Communities Officer; Occupational Therapist; Teacher/Teaching Assistant; Police Officer (or similar) | Essential |

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

| Identify | Details | Essential/Desirable |
|--|--|---------------------|
| Knowledge: | | |
| Knowledge and understanding of the issues facing young people in society | Understanding of contemporary issues faced by young people – peer-on-peer abuse; sexting; knife crime; CSE; child exploitation etc. | Essential |
| Understand of the boundaries of confidentiality | Effective safeguarding – limits to confidentiality, whilst building trusted relationships | Essential |
| Ability to use creative ways to empower young people to express their views | Use of direct work tools, including resources to help younger children or children with additional needs to communicate effectively | Essential |
| Experience of providing information to young people | Being able to impart information about statutory children's service's functions and help young people to understand decision-making | Essential |
| Experience of one to one work and small group work with young people | Able to utilise engagement opportunities according to young people's needs & wishes – virtual, hybrid, or face-to-face; 1:1 or in small group settings | Essential |
| Ability to use effective communication skills | Related to the points above – capability to engage a wide age and ability range of young people to act as effective Advocate for them. | Essential |
| Ability to organise work and record information | Keep up-to-date accurate records of interventions and engagement with children and young people; record | Essential |

| | | |
|--|--|-----------|
| | using Signs of Safety templates and into the children's database. | |
| Equal opportunities | Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs | Essential |
| Safeguarding (<i>include for roles working with children/vulnerable adults</i>) | Demonstrate an understanding of the safe working practices that apply to this role. | Essential |
| | Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults. | Essential |

| Disclosure level | |
|---|-------------------------------------|
| What DBS Level is required for this post? | |
| None | <input type="checkbox"/> |
| Standard | <input type="checkbox"/> |
| Enhanced Child Only | <input type="checkbox"/> |
| Enhanced Child/Adult Bar | <input checked="" type="checkbox"/> |
| Working Arrangements | |
| What work type does this role fit into? (tick one box that reflects the main work type, the default workers type is flexible) | |
| Fixed | <input type="checkbox"/> |
| Flexible | <input checked="" type="checkbox"/> |
| Field | <input type="checkbox"/> |
| Home | <input type="checkbox"/> |