



Job Description

Job Title: Children's Home Youth Worker -Relief (Zero Hours)

POSCODE: HAY01957

Grade: G19

Overall Purpose of Role

To be a member of a professional staff team, caring for children up to the age of 18. To implement and to contribute to the development of care plans for children, involving liaison with external agencies to assist and enhance this process.

Main Accountabilities

Main Accountabilities	
1	Work with all children in the home, carrying out care plans to ensure that their physical, emotional and social well-being is cared for and feeding back relevant information to Keyworkers, as appropriate. This will include undertaking assessments, admission and discharge arrangements in accordance with the departmental policies.
2	Provide services and counsel individually and/or in groups to facilitate implementation of care plans.
3	Maintain effective administration records which will include Reports, Reviews, Court Reports, Records of Appointments, Case Review Dates, Release Plans and may include processing of records within the home and Departmental Policies so that all documentation is always accurate and up to date.
4	Ensure all work within the home is delivered within a therapeutic framework, i.e., is beneficial to the children.
5	Supervise persons in the home on work placements, and others undertaking Work Experience, if required, to maximise their learning potential and assist the home in its operation.
6	Share, when necessary, in the normal domestic work and activities of the home to ensure its adequate functioning, aiming to create a normal living environment for the children, having due regard to Food and Hygiene legislation.
7	Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.

8	Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the department.
9	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.

Safeguarding commitment

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	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
English and Maths	This post requires satisfactory clearance of an enhanced DBS. Good general education of literacy and numeracy to GCSE equivalent.	Relevant professional or in-service training Basic IT Skills

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

Attributes	Essential Criteria	Desirable Criteria
Experience and Knowledge	Life experience (voluntary, personal or work experience) with client group. Capacity to work with children who have significant social, emotional and behavioural difficulties.	Able to work in different centres and settings. Willingness to undertake appropriate training and to regularly update this. Experience of working with children. Experience of working in a similar environment. Knowledge of educational systems and special educational needs. Experience of using communication methods for children complex needs.
Ability and Skills	Able to demonstrate: Good organisational and problem-solving skills. Good interpersonal skills and sufficient ability to liaise effectively with families and professionals. The ability to accurately record and take messages. Good written and verbal reasoning.	Able to work in different centres and settings.

	<p>The ability to travel effectively to different locations.</p> <p>Flexible approach and capacity to work with children with challenging.</p> <p>Able to prioritise own work load.</p> <p>Able to work in and with a team.</p> <p>Anticipate difficult situations and refer to senior staff as appropriate.</p> <p>Recognise the importance of and maintain confidentiality.</p> <p>Commitment and enthusiasm for the role and self-development through supervision and training.</p>	
Equal opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	
Safeguarding (<i>include for roles working with children/vulnerable adults</i>)	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.	

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"/>