



Job Description

Job Title: Care Experienced Champion

POSCODE:

Grade: G

Overall Purpose of Role

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

To support the Leaving Care Service to embed co-production to help form services to meet the needs of 16 to 25 year old care experienced young people. To communicate with Care Leavers using social media, apps and any platforms as required. To encourage Young People to participate in consultation, groups, projects, and events.

Main Accountabilities

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

	Main Accountabilities
1	To listen to Care Experienced young people and accurately represent their views and opinions to the Leaving Care Service, Corporate Parenting Board, external organisations, and other forums.
2	To support the planning of co-production activities to engage Care Experienced young people. To input into the evaluation of these activities. This may involve written reports to present data.
3	To encourage, support and enable young people to be actively involved in Northamptonshire Children's Trust events, activities, and consultation around service changes.
4	To maintain social media channels to communicate with young people. This includes Facebook, Instagram, WhatsApp, emails, and could involve the use of appropriate technologies such as the 'Mind of My Own' app, websites or any platforms as required to engage with young people. To maintain effective contact with young people at the level they want and need.
5	To take an active role and attend events and activities which may involve out of hours working. This could also involve facilitating a peer-led group.
6	To work positively, co-operatively, and professionally with colleagues in all areas of Northamptonshire Children's Trust and with external agencies. Communicate with

	colleagues and convey information appropriately and confidentially to promote the best interests of young people.
7	To maintain electronic records, plans and communications as required. To ensure Leaving Care documents are accessible to all with additional needs in multiple formats, at times consulting with other young people.
8	To demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
9	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. To ensure compliance with all statutory and legislative requirements.

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
Level 2 in Maths and English or working towards this	Maths and English	Essential

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

Identify	Details	Essential/Desirable
Knowledge:		
Knowledge of the Care System	To have experience of the care system	Essential
Confidentiality and data protection	Understand the boundaries of confidentiality and data protection. Be respectful of people's personal information.	Essential
Skills:		
IT skills	To be IT literate and able to use electronic case recording systems and software such as MS Word, Excel, etc	Essential
Literacy and numeracy skills	To be literate and able to write clearly within emails/correspondence, case records and other reports.	Essential

Communication skills	Ability to talk, listen to, and develop effective working relationships	Essential
Problem solving	Ability to solve problems and recommend solutions to enhance service delivery.	Essential
Organisational skills	Excellent time management and prioritising skills to ensure activities take place within timescales	Essential
Experience:	Give an idea of the type and level of experience required do not specify years of experience.	
Experience of collaborating within a group setting to achieve identified aims/goals.	Demonstrates experience of effectively working with others, as part of a group. Example : Have attended school, college or group based activities.	Essential
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>)	Have a commitment to learning the safe working practices that apply to this role.	Essential
	Be able to learn how 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	☐
Standard	☐
Enhanced Child Only	☒
Enhanced Child/Adult Bar	☒

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	☐
Flexible	☒
Field	☐
Home	☐