



## Cumberland Council

### Post Specification

<b>Date</b>	<b>March 2022</b>
<b>PG Number</b>	<b>6109</b>
<b>Post Title</b>	<b>Fostering and Adoption Support Worker</b>
<b>Job Family</b>	<b>PCD</b>
<b>Job Family Role Profile</b>	<b>PCD8ii</b>
<b>Final Grade</b>	<b>Grade 8</b>

To be read in conjunction with the job family role profile

<b>Service Area description</b>
Children and Young People.
<b>Purpose of this post</b>
To improve outcomes for vulnerable children, young people and their carers by contributing to recruitment, assessment, supervision and support of carers and activities to support placement stability and positive outcomes for children.
<b>Key job specific accountabilities</b>
<ul style="list-style-type: none"><li>• Work with carers to improve their parenting skills to meet the identified needs of individual children as part of an agreed plan.</li><li>• Carry out team specific tasks under the direction of the allocated social worker and Team Manager.</li><li>• Promote multi agency and integrated ways of working.</li><li>• Transport and/or escort children or vulnerable adults sensitively and safely.</li><li>• Prepare and maintain accurate written records and reports in accordance with departmental requirements including statutory functions.</li><li>• Organise and execute specific activities linked to recruitment, retention and development of carers</li><li>• Undertake specific tasks to contribute to an assessment of a child or carers.</li><li>• Ensure that the voice of children and young people is heard and informs assessment and direct work with children and with carers.</li><li>• Provide therapeutic direct interventions with children and young people, who have complex needs, their parents and carer/s in accordance with the agreed plan and under the guidance of the allocated Social Worker.</li><li>• Assist in the identification of carers who can meet the needs of children in full time placements or Approved Support Care.</li><li>• Adhere to the practice of individual staff supervision and annual appraisal in order to maintain the highest possible levels of skill, expertise and personal development.</li><li>• Conduct all work in accordance with County Council Equality and Diversity policy and in a non-discriminatory and anti-oppressive manner.</li><li>• Adhere to County Council policies on confidentiality and information sharing giving due to consideration to the protection and well being of the child as paramount.</li><li>• Contribute to the County Councils emergency planning activity in a time of crisis.</li><li>• Support the Council's core values and corporate standards.</li><li>• Undertake such other duties and responsibilities commensurate with the grading and nature of the post.</li></ul>

- Ensure that the Service is at all times pursuing good individual relations and fair personnel, health and safety, equal opportunity and management practices. To take reasonable care of your own health and safety.
- Enhance the Council's image within the community by promoting awareness of services and achievements and encourage greater public participation.

**Please note annual targets will be discussed during the appraisal process**

**Key facts and figures of the post**

<b>Budget Responsibilities</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Staff Management Responsibilities</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Equipment for carers</li> </ul>

**Essential Criteria - Qualifications, knowledge, experience and expertise**

- NVQ 3 or equivalent in a relevant professional area, social care, education, NNEB, child care
- Evidence of on going professional development
- Knowledge of current relevant national policies, statutory guidance and legislation in respect of children and young people, foster carers and adopters.
- Knowledge of child development 0 – 19 inclusive
- Knowledge of managing challenging behaviour
- Understanding of working with drug, alcohol, domestic violence and mental health issues
- Knowledge of attachment theory and behaviours
- Understanding of Equality and Diversity issues
- Knowledge of the impact of loss and trauma on children and young people and their carers
- Experience of working with children and young people, their families and/or carers
- Experience of working with carers, other agencies and partners to improve outcomes for children and young people
- Experience of organising activities to meet need.
- High level of interpersonal skills
- Ability to produce reports and plans in relation to the specific service area
- Ability to communicate at all levels with effective concise, relevant and accurate material both written and verbal, to meet the individual needs of children and young people and their families and carers.
- Ability to prioritise and manage work effectively to reach agreed timescales and deadlines
- Ability to deal with difficult, sensitive, emotional and stressful work
- Ability to risk assess and respond to a range of situations
- Ability to work within settings and the community independently
- ICT competent in using ICS, Microsoft Word, Excel, Email and Internet
- Ability to contribute to the review of a needs led child's plan/carer plan/support plan.
- Good observation and active listening skills
- Ability to manage confidential information
- Ability to work on own initiative and as part of a team
- Professional integrity, reliable, consistent, adaptable and resilient
- Ability to motivate and develop others
- A willingness to commit to ongoing professional development and training
- Ability to show empathy and understanding of other views
- **Desirable**
- NVQ4, degree or equivalent in relevant professional area, Education, social care, child care
- Counselling
- Parenting programmes
- Awareness of Health and Safety requirements
- Knowledge of research on successful recruitment and retention of carers and causes of placement disruption.
- Knowledge of the way in which partners work e.g. schools, health agencies housing providers
- Previous experience of working in and a good understanding of the services provided by a Children's Services directorate
- Experience of group work

- Experience of organising and delivering programmes to facilitate carer understanding of children's needs
- Experience of working with challenging families
- Experience of working with children with complex needs
- Group work skills including training/information giving/parenting programmes
- Awareness of the impact on children and carers of emotional and social circumstances and events
- Ability to produce good quality reports on activities
- Able to problem solve and offer solutions

### **Disclosure and Barring Service – DBS Checks**

- This post requires a DBS check.
- The level of check required is:
  - DBS Enhanced - Children & Adults

### **Job working circumstances**

#### **Emotional Demands**

- Occasionally job involves some generally distressing situations for others.

#### **Physical Demands**

- Irregular, some transportation of children and equipment.

#### **Working Conditions**

- Some general abusive language and aggressive behaviour witnessed by but not directed at the Post Holder, 15 – 35% of the time.

#### **Other Factors**

- Able to work flexible and unsocial hours
- Ability to travel independently