

# JOB DESCRIPTION

LAST UPDATED 24 FEBRUARY 2022



<b>Job Title:</b>	Children and Young Person's Support Worker
<b>Team:</b>	Phoenix Project, Children and Young Person's Team
<b>Responsible to:</b>	Children and Young People's Team Manager
<b>Responsible for:</b>	No staff
<b>Location:</b>	Trowbridge

<b>Hours:</b>	30-37 hours
<b>Holiday Entitlement:</b>	25 days plus bank holidays (pro rota)
<b>Salary:</b>	£21,041 - £23,364
<b>Pension:</b>	Group personal pension plan, with employer contribution of up to 4%.

<b>Vetting Requirements:</b>	Enhanced DBS
<b>Essential Requirements</b>	Full driving licence, business insurance and use of road worthy vehicle.
<b>General Description:</b>	<p>This role is part of the Phoenix Project which provides individual and family support to domestic abuse and sexual violence victims and their children.</p> <p>As our service continues to grow and expand, we are pleased to be recruiting to our team working with children and young people. The team focus on delivering timely and high quality, trauma informed support to children who have been the victims of domestic abuse.</p> <p>The exciting new post will be working with children aged 5 to 18, who have experienced or been effected by domestic abuse, with a focus on working with children who have moved out of refuge, have had to move home due to domestic abuse or are in temporary accommodation. This role will provide practical and emotional support to children and young people, with an emphasis on early intervention and awareness raising. Part of the role will be providing play-based therapeutic support to the children and young people who work with our service.</p> <p>Key tasks and responsibilities include:</p> <ul style="list-style-type: none"><li>• To provide peripatetic high quality, specialist support to children who have lived in a domestically abusive family.</li></ul>

	<ul style="list-style-type: none"> <li>• To prioritise support to children and young people who have had to move home due to domestic abuse, have moved out of refuge or are living in temporary accommodation.</li> <li>• Providing specialist support to child victims through creative and play based therapeutic practice.</li> </ul> <p>In addition, there will be the opportunity to work with the team and Manager to develop and deliver new group work provision for young people.</p> <p>This role will be based in our Trowbridge, with a requirement to travel across Wiltshire. Splitz supports staff to work flexibly, with an ability to work in a hybrid fashion, both at home and in the office.</p> <p>There is an expectation that appointments will be offered at a time and location to suit young people – this includes within schools and appointments after school time and the potential of running a group one evening per week.</p>
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## Main Duties and Responsibilities

- Manage a caseload of low to high risk children and young people, predominantly through face to face appointments but also utilising virtual technologies.
- Give priority support to children and young people who are resettling after living in refuge, have had to move home due to domestic abuse or are currently living in temporary accommodation.
- Complete an initial assessment of the child's needs so that you can identify and plan the support needed to address issues and prevent any problems from escalating.
- Assess, manage and review risks to service users, colleagues and self, according to agreed procedures.
- Assess the needs of the child and devise appropriate support and safety plans with due regard to the dynamic nature of risk.
- Keep the child's voice central to all support and decision making wherever possible, taking time to talk through and work with the individual child's understanding around safeguarding and why we need to share certain things.
- Work directly and proactively with children and young people to deliver educational, time-bound 1 to 1 support sessions, with a number of aims including:
  - Ensuring that children and young people have a thorough understanding of what constitutes a 'healthy relationship' and 'informed consent';
  - Giving practical and emotional support to children affected by domestic abuse;
  - Helping them to understand the impact that domestic abuse has on them;
  - Promote self-awareness, confidence and participation for children.

- Providing therapeutic support to children and young people.
- Provide person centred, trauma informed support to all your cases, to empower the young person to make informed choices.
- Respond to a child's individual learning needs, style and age, adapting practice as necessary.
- Respond to emergencies and crises with a focus on child's wellbeing and safeguarding.
- Work closely with multi-agency partners, both statutory and voluntary and the wider Phoenix team to ensure that we maintain a focus on risk management and safeguarding.
- Work with your team and manager to develop early intervention resources.
- Work closely with schools and education establishments to ensure support offered to service users is appropriate, planned and co-ordinated.
- Enable service users to participate in the design, delivery and evaluation of services.

## **Other**

- Ensure personal safety and that of service users and other staff at all times.
- Act as duty officer for Phoenix, responding to incoming calls, logging referrals and making assigned outgoing calls, according to the duty rota. Duty shifts will be 9.00am to 5.00pm in the Trowbridge office.

## **Groups and Activities**

- Work with the Child and Young Person's Team Manager to consider and if appropriate, develop and deliver, a group work intervention for young people.
- Assist with recruiting children and young people to be involved in the development of groups or activities or groups, providing them with on-going support.
- Run groups for children and young people following a planned programme.

## **General**

- Work at all times in accordance with the requirements of the Lone Working Policy and Procedure.
- Attend and contribute to team meetings.
- Update written and computerised records with accurate and clear information, in a timely manner.
- Contribute to effective team working with a flexible and pro-active approach, including cover for other team members' holidays and sickness.

- Undertake agreed training and keep updated on changes in legislation, policy and best practice.

## **Responsibilities**

- Manage appropriately highly confidential information relating to vulnerable people.
- Ensure security of data, especially sensitive personal data, in line with the information security policy
- Work within Splitz's Policies and Procedures at all times.
- Be mindful of responsibilities in respect of health and safety. In particular:
  - Co-operate at all times with management in the implementation of and adherence to health and safety policy and procedures;
  - Take reasonable care for their own safety and for the safety of others who may foreseeably be affected by their actions at work;
  - Not intentionally or recklessly interfere with or misuse anything provided for the purpose of health and safety at work;
  - Report all health and safety concerns to line managers;
  - Assist with the completion of the risk assessment programme.
- Any other duties that may be reasonably required