

Role Profile

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| Job Title: | 0-19 Early Help Practitioner (Level 3) |
| Location: | Cluster & Hub – South, West & East/Central |
| Department: | Children & Families Services |
| Directorate: | Family Services |
| Grade: | I |
| Salary Range: | £42,771 - £46,968 |
| Reports to: | 0-19 Hub Team Manager |

The Future Shape of the Council is Barnet’s programme to redesign the council in order to meet increasing local and national challenges and opportunities, implementing any agreed changes.

1. Job Purpose:

The 0-19 Early Help Service delivers early help assessments and family support interventions to children, young people and families across the borough. The post holder will provide flexible, practical and evidenced based support to children and their families utilising a range of strengths-based approaches to build resilience and promote improved outcomes and life opportunities.

- To provide a flexible and responsive service to children and young people at times when they need it, including weekends and evenings.
- To undertake Early Help Assessments to determine children and young people’s needs.
- To deliver a range of Early Intervention activities and programmes for children, young people and families
- To deliver flexible and targeted outreach support across the 0-19 age range
- To work as part of the locality hub team undertaking Early Help (EH) Assessments and associated work as allocated by the Multi-Agency Early Help Panel and as directed by the Team Manager
- Ensure that children and young people are engaged in programmes and activities that are designed to enhance their social, intellectual, emotional and physical wellbeing.
- Work collaboratively with a range of statutory and non-statutory agencies to improve children and young people’s circumstances and outcomes.
- Prevent children and young people from escalating into statutory Social Care and Youth Offending interventions by preventing family breakdown through early identification, assessment and intervention.

2. Key accountabilities:

- Undertake Early Help assessments including identifying any risk to children, young people and their families and escalating immediately to line manager and through agreed processes.
- Provide evidenced based early help interventions to children, young people and their families to support the management of problems and improve their outcomes.
- Undertake focused and direct work with children, young people and their families in a range of settings including their homes, schools and communities.
- Establish rapport and build trusted relationships with children, young people and their families to assist them in gaining insight, defining goals, and planning actions to achieve and sustain change.
- To provide support and challenge to families to empower them to identify and build on their strengths, supporting them to change and develop.
- To deliver programmes and group activities designed to build resilience by supporting children, young people and their families in their local community across the 0-19 age range.
- Communicate effectively with any other professionals involved in the child's care with regularity.
- Work collaboratively with the early help multi-professional system, providing and using direction, support and guidance of your supervisor/line manager and the team to effectively the work required for each child and family.
- To support statutory interventions for children and young people by being part of a Team around the Family and building trusted relationships that support them to access help and support through positive activities.
- Use flexibility and creativity to engage children and young people and develop relationships of trust, bringing to the attention of your supervisor/line manager any concerns relating to the quality of parenting or the safety and well-being of children and young people within their home, school or community environments.
- Prepare high quality concise informative and analytical early help assessments and written reports based on complex evidence in relation to your work with children, young people and their families as required for a range of audiences to agreed standards and timescales.
- Attend and participate in Team Around the Family and other relevant professional meetings using your professional knowledge, skills, and experience to contribute towards a shared understanding of the child/young person's world.
- Maintain up to date case records of your work and children, young people and their family's circumstances contributing to the overall picture of need and risk, including the views and contributions of children, young people and their families against agreed standards.
- Learn, use, and maintain required management information, administrative and associated ICT systems to input data and enable operational service effectiveness as required.
- Take responsibility for your own professional development by actively engaging in supervision, appraisals, training and research activities, with particular regard to effective early help, brief intervention and group work approaches as relevant to children, young people and their families.
- Encourage appropriate user participation in the delivery, monitoring, and evaluation of the service.

- Contribute to and take part in planning and implementing systems for the evaluation, monitoring and development of the Early Help service.
- Provide statistical data of early help activity and outcomes into information collection systems as required.
- Be aware of all relevant legislation and guidance including the London Child Protection Procedures and the concept of significant harm and to take immediate steps supported by line manager to ensure the safety of children in situations of risk, and to report concerns as soon as possible using agreed procedures.
- Acquire knowledge about different groups, races and cultures which inform service delivery and have regard for the particular needs of children from black and minority ethnic groups.
- Provide flexible and responsive support services to children and young people when and where they need it including evenings and weekends.
- To undertake Return Home Interviews for children and young people who have been missing from home or care and who live within or within close proximity to the Borough.
- Provide flexible and responsive support services to children and young people when and where they need it including evenings and weekends
- Deter young people from entering the Criminal Justice System by leading on 'out of court' disposals, prevention and diversion programmes
- To assess and support young people who are at risk of criminal or sexual exploitation by building trusted relationships and engaging them in positive activities in safe community spaces.
- Undertaking high quality and analytical assessments on children, young people and families with complex needs, supporting step-down from Children's Social Care, REACH and YOT
- To provide flexible and responsive detached support to children and young people in response to changing community needs and risks.
- To work in close collaboration with partnership based colleagues to ensure effective and coordinated efforts that minimise duplication isolated decision-making.
- To deliver residential programmes and other offsite activities
- To support the work of the YOT Liaison and Diversion worker by supporting young people to access appropriate Mental Health and Substance Misuse services
- Provide practical assistance and support to 16-18 year olds who are homeless to support their transition to independence
- To support reparational activities with young people across the borough

3. Change and Improvement:

The role of the 0-19 Practitioner is a revised job description and is therefore subject to the terms and conditions of the 0-19 Early Help Hub Model.

4. Leadership and Management/ Staff Responsibilities:

Not applicable to the role.

5. Financial Responsibilities

Operate within the Council's financial regulations ensuring all financial transactions actioned are recorded and accounted for.

6. Health and Safety Responsibilities

As an employee of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy and associated arrangements.
- Complete mandatory health and safety training
- Follow safe systems of work and use devices/guards provided for safety.
- Wear/use personal protection equipment where issued and instructed to do so, including lone working devices.
- Report any Accident/Incidents/Hazards.
- Take care of your own and other's safety, health and wellbeing

7. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

Caring / Learning to Improve / Inclusive / Collaboration

8. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed, and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

9. The Council's Commitment to Equality

To deliver the Council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the work place and in the services the council delivers. To ensure services provided for young people are accessible to all members of the community and reflect the London Borough of Barnet Equal Opportunities Policy.

10. Other Responsibilities

To ensure that you bring forward your good ideas, to challenge areas where the Council can improve, and to contribute to the Council's ongoing success.

PERSON SPECIFICATION

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| Criteria | Essential/Desirable | Assessed by: |
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| Professional Membership/Qualification | | |
| GCE, NVQ Level 3 or equivalent in a related field to children and young people | Essential | Application |
| Experience & Knowledge | | |
| Substantial experience (two years or more) in either a paid or voluntary capacity working with children, young people or families. | Essential | Application |
| Experience of integrating the principles of inclusion, equality and diversity into programme/ casework development and delivery | Essential | Application/Interview |
| Experience in planning activities and/or programmes for children, young people or parents | Essential | Application/Interview |
| Experience of leading residential and off-site programmes of activities. | Essential | Application/Interview |
| Experience of working collaboratively, with professionals to enable effective joint working and positive outcomes for families | Essential | Application/Interview |
| Experience of relating to children* and young* people positively both as individuals and in groups, encouraging participation and involvement. | Essential | Interview |
| Experience of working with children missing from home, at risk of exploitation or missing education and an understanding of the processes that support a reduction in their behaviour. | Essential | Interview |

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| Experience of engaging and working in partnership with children, young people and families. | Essential | Interview |
| Experience of engaging families in accessing their child's Early Education Entitlement* | Essential | Interview |
| Experience of delivering a range of outreach activities that reduce child poverty* | Essential | Application/Interview |
| Experience of delivering therapeutic services or programmes to children, young people and families* | Essential | Application/Interview |
| Experience of working with children in their formative years or early years settings. | Essential | Application/Interview |
| Experience of delivering detached youth work and Providing flexible and responsive services including out of hours specifically to support keeping children and young people at home (evening and weekend response). | Essential | Application/Interview |
| Skill & Ability | | |
| Ability to plan and implement programmes for disabled young people and those with SEN.* | Essential | Application/Interview |
| Ability to work with children and young people who present challenging behaviour | Essential | Interview |
| Ability to lead on the 'Out of Court' diversion programmes. | Essential | Interview |
| Ability to support young people detained in custody or Remanded to Local Authority care. | Essential | Interview |
| Ability to support young people with Mental Health or Substance misuse screenings. | Essential | Interview |
| Ability to undertake complex, high level (continuum of need) Early help Assessments and act as Lead Professional, delivering direct interventions and co-ordinating services for children, young people and families | Essential | Application/Interview |
| Ability to undertake return home interviews with young people who have had missing episodes. | Essential | Application/Interview |
| Experience of participation in community or voluntary based projects | Desirable | Application/Interview |
| Ability to maintain professional boundaries, data protection and confidentiality. | Essential | Interview |
| Knowledge and understanding of multi-agency and partnership work, including Early Help processes | Essential | Interview |

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| Knowledge and experience of working within Signs of Safety or alternative Practice Framework methods | Essential | Interview |
| A good working knowledge and understanding of legislation, policy, procedure and guidance in relation to children in need and at risk of harm and wider children's services | Essential | Interview |
| Knowledge of Health & Safety issues and how to ensure good practice | Essential | Interview |
| <p>Teamwork:</p> <ul style="list-style-type: none"> • Ability to work as part of a team and demonstrate a clear teamwork ethic. • Ability to undertake work as directed and to consult with management, where appropriate. • Ability to support Homelessness assessments and intervention. | Essential | Interview |
| <p>External partnership working:</p> <ul style="list-style-type: none"> • Ability to demonstrate effective liaison and partnership working across a wide range of stakeholders, including but not limited to: Children's Social Care, Health, Education, Youth Justice and the voluntary community and private sectors. • Ability to research and access services in the local community to add value to work with children, young people and families | Essential | Interview |
| <p>Technical Skills:</p> <ul style="list-style-type: none"> • Effective communication skills, written and oral including excellent listening skills. • Ability to deal with sensitive issues, manage conflicting views and expectations and cope with unpredictable issues and behaviours. • Ability to manage and prioritise competing demands, capacity to use supervision effectively. • Ability to use and manage IT packages e.g., Microsoft Word, Outlook etc. including internal recording systems | Essential | Application/Interview |

| Other Requirements | | |
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| DBS - Clear and enhanced DBS | Essential | Application |
| Flexible working - The ability to work unsociable hours and/or weekends | Desirable | Interview |
| Values & Behaviours | | |
| Caring | | |
| Integrity- I work with candidates and colleagues in a way that builds trust. | Essential | Interview |
| Empathy- I say “thank you” and “well done” where appropriate, and take time to ‘check in’ to see if the people I work with are ok | Essential | Interview |
| Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt | Essential | Interview |
| Learning to Improve | | |
| Insight- I regularly rely on evidence and professional standards to support my work and decision making. | Essential | Interview |
| Agile-I am fully empowered to act within the scope of my role | Essential | Interview |
| Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can | Essential | Interview |
| Inclusive | | |
| Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding | Essential/Desirable | Interview |
| Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others | Essential/Desirable | Interview |
| Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do. | Essential/Desirable | Interview |

| Collaborative | | |
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| One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others | Essential | Interview |
| Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet | Essential | Interview |
| Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards | Essential | Interview |