

**BURY METROPOLITAN BOROUGH COUNCIL  
JOB DESCRIPTION**

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| <b>Post Title</b> Family Practitioner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                   |
| <b>Division/Section:</b><br>Children & Young People Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Establishment/Post Number:</b> |
| <b>Location:</b><br>Whilst you will be allocated an initial team base, you must be prepared to work within the community and any other establishment within the Borough.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Post Grade:</b><br>Grade 9     |
| <b>Special Conditions of Service:</b><br>Car User Allowance will be payable<br><br>Required to work flexibly between 7am and 8pm; including weekend working on a rota basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Post Hours:</b><br>37 hours    |
| <b>General Purpose of Post:</b><br><br>As part of a team under the direction of a Team Leader, you will work with children, young people and families who are identified as requiring intensive support due to them experiencing multiple and complex issues. This role involves supporting families in acute distress, using a variety of approaches to assist in rebuilding relationships and supporting children and young people to remain safely in the care of their family, and promoting long-term sustainable change.<br><br>The team will work with children and young people between the ages of 8 and 18, along with their families for between 6 to 12 weeks. Holding key worker responsibility for families, you will assess, plan and provide practical hands-on support and direct work using strength-based approaches. The team will need to be flexible, and the role will undertake some evening and weekend work on a rota basis. You will work with the family to address the areas of need identified, developing and delivering bespoke intervention work that will be delivered in a planned way. The role will also involve supporting families in acute distress, using a variety of approaches to de-escalate situations to prevent children having to come into care in emergency situations.<br><br>You will work directly with Children and Young People, gaining insight into their lived experience and developing interventions to improve outcomes.<br><br>Building relationships with and within families will be central to the delivery and success of the keeping families together team. You will engage with the family's wider support networks to build resilience and strength within the family unit and support them to develop their own plans detailing how problems and difficulties can be managed without the need for professional intervention.<br><br>You will work closely with the allocated social work / Early Help teams, internal colleagues and partners to take a whole family approach to prevention and intervention and work across services to effect positive changes. |                                   |
| <b>Accountable to:</b> Director of Children's Social Care & Early Help                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                   |
| <b>Immediately Responsible to:</b> Team Leader                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                   |
| <b>Immediately Responsible for:</b> N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                   |

## **Relationships: (Internal and External)**

### Internal

With other Childrens' Services staff

### External

With those children, young people and their families who are in receipt of services.

With staff in other sections/departments of the Local Authority as appropriate.

With Health Authority personnel, including health visitors, school nurses and GP's.

With staff in relevant statutory and voluntary organisations.

With members of the Council, and members of the public and the local community.

## **Control of Resources**

- To work within controlled budgets.
- Use of office equipment e.g. Laptop, PC, mobile phone
- To adhere to health and safety policies

## **Main Duties and Responsibilities**

- To be allocated as a key worker for children & families.
- To undertake whole family assessments including the use of evidence-based tools.
- To work with parents / carers, children and young people as well as the family network through home visits or otherwise, ensuring that good outcomes are achieved.
- To co-produce plans with families that contain SMART outcome focussed goals.
- To lead on or participate in, formal internal and / or multi-agency reviews in line with practice standards.
- To deliver practical interventions including the use of evidence-based tools.
- To complete recording on case files that is accurate and evidences the voice of the child throughout intervention and planning
- To work in a whole family way promoting and developing parenting skills.
- Support children, young people and their families to build resilience and develop coping strategies.
- To organise and lead on group work with parents, young people and children where required.
- To ensure children and their parents have the opportunity to contribute to the development of the service.
- Work with education partners and other key stakeholders to identify threshold appropriate support and intervention.
- To effectively utilise supervision to discuss casework, training or any other issues as appropriate.
- To ensure adherence to council policies and guidelines.
- To contribute to team meetings and the planning process
- To participate in appropriate training and development programmes

Where an employee is asked to undertake duties other than those specified directly in his/her Job Description, such duties shall be discussed with the employee concerned who may have his/her Trade Union representative present if so desired.

|                                             |              |              |
|---------------------------------------------|--------------|--------------|
| <b>Job Description prepared by:</b>         | <b>Sign:</b> | <b>Date:</b> |
| <b>Agreed correct by Postholder:</b>        | <b>Sign:</b> | <b>Date:</b> |
| <b>Agreed correct by Supervisor/Manager</b> | <b>Sign:</b> | <b>Date:</b> |

**DEPARTMENT FOR CHILDREN & YOUNG PEOPLE**  
**Family Practitioner: Person Specification**

| <b>CORE BEHAVIOURS FOR THE POST</b> (Please tick those relevant) |   |                                  |   |
|------------------------------------------------------------------|---|----------------------------------|---|
| Commercial Thinking & Analysis                                   |   | Planning                         | ✓ |
| Customer Service                                                 | ✓ | Developing Self & Others         | ✓ |
| Delivering Results                                               | ✓ | Teams, Networking & Partnerships | ✓ |
| Values, Ethics & Diversity                                       | ✓ | Adapting to Change               | ✓ |
| Delivering a Quality Service (Continuous Improvement)            | ✓ |                                  |   |

| <b>SHORT LISTING CRITERIA</b>                                                                                                     | <b>Essential</b> | <b>Desirable</b> |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|
| <b>Qualifications</b>                                                                                                             |                  |                  |
| Level 3 or above qualification in Health / Social Care or similar relevant area.                                                  | ✓                |                  |
| <b>Experience</b>                                                                                                                 |                  |                  |
| Significant experience in working with vulnerable children and their families                                                     | ✓                |                  |
| Experience of assessing, planning and working with children and families in a multi-disciplinary context                          | ✓                |                  |
| Experience of lone working and adhering to safe working practices                                                                 |                  | ✓                |
| Experience of working with families around parenting strategies and approaches                                                    | ✓                |                  |
| Experience and/or trained in the completion of the Graded Care 2 Profile                                                          |                  | ✓                |
| Experience of facilitating evidence-based programmes with parents, children and young people to achieve positive behaviour change |                  | ✓                |
| Experience of facilitating/attending Family Group/network Meetings                                                                |                  | ✓                |
| <b>Knowledge &amp; Understanding</b>                                                                                              |                  |                  |
| Understanding of child development and issues that may require a specialist service or intervention.                              | ✓                |                  |
| Understanding of risk-taking behaviours and how this impacts on children, young people and their families                         | ✓                |                  |
| Understanding of the importance of equality, diversity and anti-oppressive practice in the provision of care                      | ✓                |                  |
| Excellent understanding of safeguarding practice and application of continuum of need thresholds.                                 | ✓                |                  |
| Knowledge of how community-based services can be used to bring change to families lives                                           | ✓                |                  |
| Thorough knowledge of child development and attachment theory                                                                     | ✓                |                  |
| Understanding of Adverse Childhood Experiences and how this can impact on families                                                | ✓                |                  |

**Other**

|                                                                                    |   |  |
|------------------------------------------------------------------------------------|---|--|
| Willing to work in a flexible manner outside of normal office hours where required | ✓ |  |
| Willing to undertake training / professional development as required               | ✓ |  |

**CRITERIA FOR INTERVIEW AND OTHER ASSESSMENT METHODS**  
**The short-listing criteria listed plus the following:**

| <b>ASSESSMENT METHOD</b> | <b>CRITERIA</b>                                                                                                                                     |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Interview / Assessment   | Skilled in observation, and analysing interactions ensuring that accurate records and client confidentiality is maintained                          |
| Interview / Assessment   | Capacity to develop and maintain professional relationships                                                                                         |
| Interview / Assessment   | Ability to undertake evidence-based assessments and make appropriate recommendations                                                                |
| Interview / Assessment   | Ability to prioritise and work effectively                                                                                                          |
| Interview / Assessment   | Ability of influencing others, giving examples of communication style, negotiating techniques and leadership abilities, including managing conflict |
| Interview / Assessment   | Capacity to practice ways of working with people that will motivate and empower                                                                     |
| Interview / Assessment   | Ability to promote creative solution to meet the individual need                                                                                    |
| Interview / Assessment   | Ability to work in partnership with parents/carers ensuring children's needs are met                                                                |

The post holder is responsible for Employees Duties as specified with the Corporate and Departmental Health and Safety Policies.

Bury Council is committed to equality, diversity and inclusion, and expects all staff to comply with its equality related policies/procedures, and to treat others with fairness and respect.

As an employee of Bury Council you have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults and for ensuring that they are protected from harm.

As an employee of Bury Council you should contribute to a culture that values and supports the physical and emotional wellbeing of your colleagues.