"Early Break is a young people and family charity that believes excellence at all points of delivery is a requirement. If you take pride in your work, are hardworking, want to be professionally challenged and are passionate to make a difference in the lives of others then our organisation could well suit you. We have a strong set of values determined by staff which we continuously work towards. It is our shared expectation our staff will be "professionally curious" both in their delivery and ongoing professional development."

Vicky Maloney, CEO

As a worker you will be child focussed in your practice, you will be a reflective worker who engages in the opportunities to build on your practice that this role offers. You are someone who is organised in your administration and yet can work at depth with vulnerable young people and their families. You will have a knowledge base of the environment of children and family services and will bring to the role your willingness and experience to support others to change lives and safeguard as required.

Role Outline

Role Name	Children & Young People's Worker
Key Focus / Role Purpose	Support children and young people referred to the Holding Families Service, whose parents are substance misusers. This will include one-to-one sessions, group work with children and family meetings. This role will also include linking with a range of agencies, each of which will have a contribution to make in meeting the individual young client's specific needs.
Role Size	EB Salary Points 3 – 4 £27,623.03 – £28,545.34 FTE 37 hours per week
Minimum Qualifications	Relevant professional qualification e.g. NVQ Level 3 in early years, childcare or health and social care. Or qualification in social work, teaching, youth & community work, counselling, substance misuse qualification.
Additional Experience	Experience of case working with young people and families experiencing a range of issues Knowledge of Hidden Harm agenda, substance misuse and its effects on families Understanding of ACES and Trauma informed work and experience of Safeguarding processes Full driving licence and access to use of car and willingness to travel as part of the duties of the post Willingness to work some evenings and occasional weekends, as required/directed
Reports to	Operational Manager

Key Deliverables

1. To deliver 1:1, face to face work with young clients and their parents/carers as appropriate and manage the appointments to best meet clients' needs in accordance with Early Break policies and procedures. This may include evening and/or weekend sessions
2. Build relationships and offer interventions with children who are affected by parental substance use or parental criminality
3. Offer trauma informed interventions
4. To deliver group work programmes and support in drop in sessions
5. To provide regular updates for and attend monthly Operational Meetings
6. To write or contribute to reports for Child in Need, Case Conferences, Core Group or Court and attend meetings as appropriate
7. Support the Holding Families coordinator in case load management
8. Liaise and develop partnerships, with a range of agencies in seeking out the provision which best meets the needs of the young people identified through referrals
9. Adhere to Early Break policies on Safeguarding young people, linking to local and national policies and guidelines
10. Record and report all required client information, using the Holding Families database system in line with Service deadlines and the legal framework of Data Protection
11. Maintain and update levels of knowledge and understanding of issues relevant to parental drug and alcohol use through training offered by Early Break and other agencies, as opportunities arise
12. Undertake other professional development opportunities, as appropriate to the role/Service
13. To contribute to the Early Break workforce development in relation to the key issues re: parental substance misuse and Hidden Harm
14. To be an active member of named Service meetings, identifying areas of work and working under your own initiative to resolve gaps, problems, issues
15. Undertake any other duties as directed by, and negotiated with, the Senior Manager/Line Manager
16. To contribute to the maintenance of an ethos in which all workers, clients and all in contact with Early Break and its partner agencies are valued and shown respect
17. To actively promote the charitable aspects of the Service to the workforce

Key Knowledge, Skills and Experience

Key Knowledge
• Hold a relevant professional qualification e.g. in Emotional Wellbeing, social work, teaching, youth & community work, counselling, substance use. • Knowledge of trauma responsive practice and how this is significant when parenting has been compromised • knowledge of the issues children and young people face currently • Knowledge of children's and adolescents' developmental processes and appropriate professional responses • Good understanding of, and the ability to communicate with others about, the Early Break philosophy and theoretical basis as an organisation and its underpinning values when in role.
Key Skills
• Ability to contribute to the writing, development, review and evaluation of service reports and case studies. • Ability to work creatively with children and young people to maintain their engagement • Ability and understanding to be a "fearless presence" in your work. • Skillset to provide training/information sessions for colleagues. • Ability to network and influence effectively with other workers from a range of services. • Well-developed interpersonal and relationship building skills, including the ability to form effective working relationships • Excellent communication skills, both written and verbal, and including computer literacy. • Well-developed organisational skills in managing deadlines, timetables, multi-tasking and setting priorities, taking responsibility for own time management.
Key Experience
• Experience of work with young people and/or adults around emotional well-being and/or substance misuse and related issues. • Experience of work in a setting with children and young people i.e. formally in a school or other child-based setting such as a youth group • Experience and ability to review, record and report on work undertaken.

Along with all Early Break workers you will, in the course of normal activities:

- Contribute to the maintenance of an ethos in which all workers, clients and all in contact with Early Break are valued and shown respect.
- You will uphold our excellent service reputation through “living” our agreed service values
- Contribute to a culture of peer-to-peer challenge and support as well as the development of both individual and the service “professional curiosity”
- Ensure that Early Break is represented in a professional manner at all times
- Represent the service at relevant meetings, nationally, regionally and locally as required and appropriate
- Be a creative force in Early Break by assisting in the development of new ideas and initiatives, where appropriate
- Engage in the Early Break Personal Development Plan framework that sets out training, line management and support network opportunities
- Ensure that all service Policies and Procedures are read, understood and adhered to and contribute to reviews of Policies and Protocols where required
- Actively contribute to maintaining excellent standards at all points as set out in the Early Break Clinical Governance Framework
- To contribute to the implementation of a robust Equal Opportunities/Anti-Discriminatory Practice framework for the Service.
- You will be a service “marketeer” delivering on our social media aspirations offering information about Early Break as opportunities arise, referencing the service offer with confidence.
- You will have an ability to offer training/presentation specific to your role
- Engage in the opportunities of ongoing reflective practice within service including Supervision, Buddy offer and wider offers
- Undertake Health and Safety responsibilities, as is the case for every Service worker and as designated by the Chief Executive and Line Managers
- To undertake any additional duties as directed by, and negotiated with, the Chief Executive

Key Competencies and Qualities that will feature in your Personal Development Plan

Competency	Criteria
Personal Impact	• Recognise the impact of own words, actions and personal presentation on others • Respects and appreciates individual and cultural differences • Acts with integrity and builds trust • Takes time to listen and consider views of others
Commitment to Early Break Values	• Presents a consistent and positive image of the business both internally and externally • Ensures personal behaviour upholds the image of the business
Flexibility	• Accepts that a role will be one of continuous change • Keen to develop new approaches in light of changing business circumstances • Accepts that the role is varied • Acts as a change agent to implement and seek acceptance of change
Entrepreneurial Thinking	• Open minded in considering new opportunities for business development • Challenges the status quo and applies “out of the box” thinking
Self Development	• Approaches feedback as suggestions for development rather than personal attacks • Develop the skills and insight to become a reflective practitioner in own area of expertise • Identifies new areas for learning and applies learning to improve business performance
Developing Others	• Helps others to evaluate their own performance through the Early Break consultancy model • Provides reflective and effective feedback to others
Fearless Presence	• Brave enough to take the lead on an approach even if that means standing alone to do so • Not afraid to voice opinion despite collective opposition • Will take a chance based on calculating the level of risk involved • Will be a challenging supportive voice for the “unheard” – be it client or colleague

Early Break Values

Trustworthy

We are a reliable, consistent presence for our clients, conducting ethical business with all stakeholders

Accountable

We work with openness and transparency ensuring our excellent standards are upheld and open to scrutiny

Fair

We act with integrity, ensuring that people we encounter are treated with respect. We embrace the diversity of our communities and strive to make our offer equal for all.

Collaborative

We believe that working effectively with others serves to strengthen available resources and improve outcomes

Innovative

We are both forward thinking and morally creative in our work, with a desire to continually improve our services

Compassionate

Because we care, we take a fearless yet respectful presence in our professional commitments