**OLDHAM COUNCIL**

**JOB DESCRIPTION**

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| **Job Title:**  | Residential Childcare Worker - ASU |
| **Directorate:**  | Health and Wellbeing | **Division/Section:**  | Children’s Residential |
| **Grade:**  | 5 | **JE Reference:** |  |

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| **Job Purpose** |
| To support families to remain together, stabilise placements or achieve the best outcome for the young person. **You will hold cases for young people that will require direct one to one work and if required, planned short break care at weekends.**  To promote and provide positive child centred learning opportunities that meet the requirements of the Quality Care Standards for Children’s Homes 2015. To work directly with children, young people and families using your knowledge and skills to plan and deliver researched based practice, to deliver one to one work with young people in a child focussed way.To work as part of a multi-agency team offering time limited intensive interventions and parenting support to improve the outcomes of young people and their families.This post also carries a requirement to work regular weekends, evenings, bank holidays and to sleep – in’ as required by the homes rota. |
| **Key Tasks** |
| 1. To work directly with children, young people and families, providing practical help, advice and guidance on issues affecting family, relationship and functioning, whilst subject to child protection/child in need plans and /or in the care of the Local Authority.
2. To support and engage parents of children to increase knowledge of their children’s development and potential, enable them to gain confidence in their role as parents and to build better family relationships applying professional expertise and best practice to help people to move towards positive change. To support mediation between parents and children.
3. To plan and deliver appropriate one to one sessions that have clear outcomes.
4. To be able to work on your own initiative, often in an outreach setting, and will be able to demonstrate resilience, and a solution focused approach to issues that may arise, working with young people and their families / carers in order to help them rebuild relationships, improve outcomes, reduce their risks and build on their strengths.
5. You will understand the impact of trauma, neglect and early adversity on adolescents.
6. You will establish and maintain personal and professional boundaries.
7. Provide structured and individual support to children and Young People and families using the appropriate assessment tools, to create an individual plan with agreed personal development targets.
8. To ensure that the appropriate service to children & families are available, accessible and inclusive.
9. Develop, deliver and evaluate an appropriate and relevant range of parenting and family group work and outreach to meet the needs of the Young Person and their families.
10. Promote a residential environment that safeguards and protects children and when necessary take responsibility for ensuring the appropriate child protection procedures are followed.
11. Develop and maintain effective working relationships with partner agencies in other public, voluntary, statutory and commercial sectors promoting a multi-agency approach to meeting the needs of the children and families in line with the ASU model
12. To maintain clear and accurate records and produce written and verbal reports as required ensuring that all personal data is handled in a confidential and sensitive manner.
13. To undertake office and administration duties in connection with the ASU as required.
14. To manage workload and plan time effectively.
15. To take responsibility for own professional development and be willing to undertake training.
16. To act as an ASU Case Worker for children and Young People as required.
17. To deliver a flexible responsive out of hour’s service of planned work to meet the needs of young people and their families.
18. To work evenings, weekends and bank holidays and fulfil sleep in duties for short breaks and emergencies.
19. Maintaining Quality Care Standards in line with Registration and Purpose and Function of the service.
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| **Standard Duties:** |
| 1. | To actively promote the equalities and diversity agenda in the workplace and in service delivery. |
| 2. | To uphold and implement policies and procedures of the Council, including customer care, data protection, finance, ICT, safeguarding and health & safety policies. |
| 3. | To actively engage with the behaviours and values of the Council to promote and support our Co-operative Agenda. |
| 4. | To undertake continuous professional development and to be aware of new developments, legislation, initiatives, guidelines, policies and procedures as appropriate to the role.  |
| 5. | Undertake any additional duties commensurate with the level of the post. |

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| **Contacts:** Staff of Health & Wellbeing Directorate, children and their relatives and friends.Other agencies i.e.Voluntary organisations / agenciesEducation Department personnelHealth Service / personnelYouth Offending TeamsOfstedPoliceSafeguarding HubElected MembersTeam members and other colleagues across the Council: children, young people and their families: professionals from other agencies**.**Members of the public |

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| Relationship To Other Posts In The Department: |
| **Responsible to:**  | Homes Manager or Deputy Manager |
| **Responsible for:** | N/A |

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| **Special Conditions:** DBS Disclosure Required – EnhancedThis post carries an Essential Care Users Allowance. You need to hold a full driving licence and have a car for work purposes |

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| **Values and Behaviours:** |
| We have a clear set of values that outline how we do business. We share these Borough-wide with our residents, partners and businesses:* **Fairness -**We will champion fairness and equality of opportunity and ensure working together brings mutual benefits and the greatest possible added value. We will enable everyone to be involved.
* **Openness -**We will be open and honest in our actions and communications. We will take decisions in a transparent way and at the most local level possible.
* **Responsibility -**We take responsibility for, and answer to our actions. We will encourage people to take responsibility for themselves and their actions. Mutual benefits go hand-in-hand with mutual obligations.
* **Working together -**We will work together and support each other in achieving common goals, making sure the environment is in place for self-help.
* **Accountability -**We recognise and act upon the impact of our actions on others and hold ourselves accountable to our stakeholders.
* **Respect -**We recognise and welcome different views and treat each other with dignity and respect.
* **Democracy -**We believe and act within the principles of democracy and promote these across the borough.
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| Internally we’ve translated these values into five Co-operative behaviours which outline the priority areas of focus for staff at all levels.* Work with a Resident Focus
* Support Local Leaders
* Committed to the Borough
* Take Ownership and Drive Change
* Deliver High Performance

More information around our Values and Behaviours can be found on our Greater.Jobs pages. |

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|  | **DATE** | **NAME** | **POST TITLE** |
| **Prepared** |  |  |  |
| **Reviewed** |  |  |  |
| **Reviewed** |  |  |  |

**OLDHAM COUNCIL**

**PERSON SPECIFICATION**

**Job Title:** Residential Childcare Worker

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|  | **Selection criteria** **(Essential)** | **Selection criteria** **(Desirable)** | **How Assessed** |
| Education & Qualifications | The Diploma in Health & Social Care level 3 or equivalent qualification e.g. relevant NVQ 3). |  | Application Form. Production of Certificates |
| **Experience** | Experience of working with young people in a social care / youth work or relevant setting.Experience of working as a Team Member.Experience in child protection work.Experience of acting as a worker delivering 1-1 package of intervention. | Experience of working within a residential setting. | Application Form, Interview. Reference |
| **Skills & Abilities** | Ability to engage with children and young people with emotional and behavioural difficulties. Ability and skills needed to engage young people in social activities using local and other resources, including short breaks / residential.Ability to interpret Quality Standards and Children Homes Regulations 2015 and other relevant procedures and guidelines.Ability to put childcare theory into practise.Ability to produce concise reports and complete other clear written records. Ability to recognise and support other staff or young people at times of difficulty or in demanding situations.Ability to respond appropriately to challenging behaviour.Ability to converse at ease with members of the public, service users / customers and provide advice in accurate spoken EnglishAbility to attend and contribute in children’s social care meeting required for individuals (CIN, CP, TAC, Reviews, planning meetings etc).Demonstrate empathy, resilience and persistence in working with children, families and others in challenging circumstances |  | Application Form.Interview.Written Exercise. |
| **Knowledge** | Knowledge of Childcare legislation, Quality Standards, Childrens Act, Health and Safety, Child Development.Knowledge of risk and protective factors and ablility to use thes to inform interentions.Knowledge of attachment-based theories and how to deliver this to families and young people.Knowledge of solution focused approach practice. |  | Application Form.Interview |
| Work Circumstances | To work evenings, weekends and bank holidays as the homes rota dictates.Undertake sleep in duties as the rota dictates.Be able to cover at short notice and be flexible.Respond appropriately and be flexible in a crisis meet requirements of the service,Will be required to able to work outside of Office hours.Will be required to travel independently across the Borough.This is an essential car user post and will require the user to have their own vehicle for work purposes. |  | InterviewInterview |

*Abbreviations:* AF = Application Form; I = Interview; AC = Assessment Centre; T = Test

**NB. - Any candidate that meets the criteria of our Guaranteed Assessment Scheme and meets the essential criteria will be guaranteed an interview. Our Guaranteed Assessment Scheme supports candidates with disabilities, those who are aged 24 or under and have previously been in or currently in care, and those whose last long term substantive employer was the Armed Forces.**