

Early/ Family Help Practitioner – School Attendance

Service	Reporting to	Location	Grade
Early Help Service	Early Help Team Manager	Citywide	3A

About the role

- To work within an allocated secondary school to contribute to the wider delivery of the Early Help service to ensure the attendance needs of children and young people in Salford are met.
- To be a part of the Early Help Service, taking on the role of helper to work alongside families to support them find solutions, plan out how these will be seen through, reviewing outcomes, and adjusting the family's plan as needed.
- To develop mutual partnerships with families and through careful exploration and understanding support them to identify their strengths and needs.
- Use the relational practice model whilst supporting families, jointly working through the stages of the helping process, and maintaining a partnership with families at every stage.
- To identify and share with families any concerns around safety and work with family members and other services to reduce risk and enable children to thrive.
- To participate in Team around the Family, Child in Need planning meetings, Core Groups and Child Protection Case Conferences as required. Providing reports describing the level of intervention and its effectiveness you have delivered.
- To support and deliver high quality evidenced based practice programs to family members either on a 1:1 basis or in a group environment.
- To work within a multi-disciplinary team and provide peer support to other colleagues within the Early Help Partnership.

- To ensure all safeguarding matters are identified, explored, and reported in accordance with relevant legislation and policies.

Key outcomes

- You will be experienced in using various tools and resources including DASH, thriving families, parenting, and child development assessments to identify strengths and needs of children and families and formulate effective plans and refer on to other services where necessary.
- You will understand the vast vulnerabilities and complex needs of families and young people and ability to signpost to the most appropriate services.
- You will have the ability to build professional, trusted partnerships with a family and be able to assess complex needs within a family to support a comprehensive SMART plan.
- You will have experience of delivering evidence-based programs.
- You will have detailed understanding of current legislation and policy regarding safeguarding for children and families and the legislative and policy context for early help for children and families.
- You will have experience of working within a multi-agency/multi-disciplinary team with excellent ability to initiate and maintain good working relationships with partner agencies.
- Demonstrate high level of influencing and negotiation skills and ability to track progress of interventions, evaluate outcomes and assess impact. Be confident and assertive and be able to challenge colleagues and partners when necessary.
- You will have good time management skills and be able to plan, organise and prioritise workloads, have good recording skills and ability to keep accurate records.
- You act with high levels of personal accountability, respond positively to change and demonstrates a commitment to ongoing personal and professional development
- You will have excellent IT, written and verbal communication skills.
- You will have skills and qualities to communicate effectively with children and young people to ensure their voice is heard.

- You will meet the Salford Standards for Listening to Children Young People and Families (Salford Standards for listening to families | Salford Safeguarding Children Partnership), ensuring children are given a voice, their lived experience is understood and responded to appropriately.
- You can present yourself in a professional manner in a variety of settings.
- You can work alone and can work with families in their own home.
- You will be able to reflect on your own practice, support and reflect with colleagues and prepare and fully participate in supervision.
- You will possess knowledge and understanding of various cultures and beliefs within different communities.
- You will work with full regard to Salford City Council's Values, Equal Opportunities, Health & Safety and Community Strategy policies.

What we need from you

- A commitment to improving attendance for all pupils so that persistent and severe absence rates are reduced.
- Professional credibility through proven relevant experience
- Model and demonstrates our values and behaviours
- Experience of working alone and within a team
- Detailed knowledge of legislation and law in relation to children and families.
- To embed, after training, the Salford Family Partnership Approach into your daily practice.
- Ability to build and sustain a partnership with families to motivate, engage and support families to make sustainable changes
- To put the family at the centre of the work and build on their existing strengths using an asset-based approach.
- To be able to record work with families in a timely and effective manner, by using a reflective approach.

- To reflect on your practice and be open to making improvements, including through preparation and active participation through individual and group supervision
- To be an excellent communicator using various mediums to achieve the best results.
- To build strong, collaborative relationships to find creative ways to work in a multi-agency manner
- To remain strength focused under challenging circumstances and follow the FPM process
- To demonstrate initiative, confidence, and personal responsibility for actions especially where solutions or ways forward are not clear
- To be a skilled communicator who communicates with clarity, conviction and enthusiasm and can demonstrate integrity, create rapport, and build trust and confidence
- Possess knowledge and understanding of various cultures and beliefs within different communities
- Ability to contribute to the development of positive and supportive team working relationships
- To be determined and consistently persist with actions to achieve outcomes
- Willingness to be flexible to meet the needs of the service and work outside of office hours as required
- Hold a recognised level 3 NVQ qualification or equivalent.
- Ability to travel across Salford and Greater Manchester area either through use of a vehicle insured for business use or using public transport
- Excellent knowledge of Microsoft Office Systems.

What we can offer you

Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

Online learning

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

Professional Development

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](https://www.instituteforapprenticeships.org/) website.

A digital organisation

Developing your digital skills

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea](#) website.

Sharing your digital skills

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme you will join hundreds of staff members who already are digital eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

Our organisation's values

We have four values: Pride, Passion, People, Personal responsibility.

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

Our values



Pride

Passion

People

Personal responsibility

Application guidance

We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.