

Job Description and Person Specification Profile

Job Title	Partnership Link Worker
Job ID	D85
Service	Children's Services
Grade	F
Reporting to	Early Help Team Manager

The Role

As a Partnership Link Worker you will champion **Tameside's Heart of Support Practice Approach**

At Tameside, we believe in:

- **Compassion** – understanding the lived experiences of children and families.
- **Curiosity** – asking questions that lead to deeper insight and better outcomes for children.
- **Collaboration** – working together across services to deliver joined-up support.
- **Conversation** – listening and engaging meaningfully with children, families and professionals.
- **Courage** – leading with courage, making bold and compassionate decisions that put children first.

The 5 C's will be central to all the work that you complete.

Working arrangements:

Hours to be worked flexibly to meet the needs of the service, Core Hours are 8.30-5pm Mon-Wed, 8.30-4.30 Thursday and 8.30-4pm Friday.

Purpose of the role

This role will assist the Early Help Team Manager to develop and facilitate the continued implementation of the Early Help Assessment (EHA), Team Around the Family (TAF) process and whole family working practice with partner agencies.

This will be supported by co-ordinating effective whole-family support and by acting as direct link and key point of contact for partner agencies across diverse settings to enhance Early Help delivery.

This includes those families who are already experiencing complex needs and those who will benefit from accessing multi-agency intervention to prevent the escalation of risks and support them to reach their full potential.

Main Duties and Responsibilities include:

- Support settings and partner agencies to complete Early Help Assessments (EHAs) and Team Around the Family (TAF) model and develop the confidence to take on the lead professional role for families. Provide clear modelling and guidance on good practice, including how to access appropriate information and support, create effective plans, and carry out meaningful and timely reviews.
- Where a lead professional cannot be identified at the outset—for example, when families have newly arrived in the borough, including asylum seekers and refugees— Partnership Link Workers will take responsibility for the initial support. This includes identifying needs and coordinating an early plan, which can then be handed over once the most appropriate lead professional has been identified.
- To ensure that the child and family’s voice and experience of services helps to inform any assessment, support and intervention relating to them or their family.
- Ensure that support is shaped around the whole family, bringing together all services and professionals involved, rather than concentrating on individual issues in isolation.
- Challenge partners where whole family support needs are not being met and explore solutions and ways to remedy this.
- Support in identifying where an Early Help Assessment is required where sources of information are received from partners such as via MASH contacts or professional enquiries, and advice line.
- To work within appropriate safeguarding policies and procedures and be confident in the application of appropriate interventions/actions.
- To carry out all duties with due regard to confidentiality and data protection regulations. This post will include an element of dealing with highly sensitive and confidential information and using a high level of discretion.
- To support the management team in delivery of Early Help training across the borough and offer bespoke training to partners to embed the Early Help ethos.
- Be proactive and innovative in modelling family engagement methods to partners and link to wider support such as training through Tameside Safeguarding Board e.g. professional curiosity and unconscious bias
- Where Early Help Assessments are received, ensure quality assurance and recommendation to maintain consistent practice. To include; checking plans have accessed the full range of preventative services before escalating to more statutory support.
- Complete regular audits for provision and settings in localities to evaluate the effectiveness of support and contribute to the development of locality planning and allocation of support across the borough

- To record data in a timely manner, in accordance to prescribed data reporting requirements
- Support families and professionals to progress appropriately through the continuum of need by identifying when thresholds are met for further intervention—such as through the TAS model or a Multi-Agency Request for Service (MARS)—and by ensuring well-managed transitions between services and lead professionals, including step-downs from Social Care to Early Help

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

The employee will be required to work from a number of sites across Tameside including Schools, Health settings and nurseries, which may also include families' homes.

The postholder will be expected to work outside of normal office hours, to support the extended services agenda.

About You

Your essential qualifications

- Appropriate professional qualification, minimum level 3 e.g. CQSW or DIPSW. Health, education, early years, youth work, parenting or relevant experience

Your essential skills, knowledge and experience

- Ensure that all aspects of equality and diversity are reflected in planning and delivery.
- The post holder must carry out the duties with full regard to all associated Council policies that impact upon the job role.
- To access continual professional development and partake in reflective practice.
- Appropriate professional qualification, minimum level 3 e.g. CQSW or DIPSW. Health, education, early years, youth work, parenting or relevant experience.
- Knowledge of Child Care legislation and regulation e.g. Working Together to Safeguard Children 2015, Keeping Children Safe in Education and Families First reform.
- Ability to work effectively with a range of professional agencies and voluntary organisations, and have an understanding of their roles and responsibilities.
- Experience of direct work with children and families.
- Ability to manage and resolve conflict situations and manage challenging behaviour from professionals and families.
- Report writing skills and ability to analyse information effectively.
- Communication and Presentation Skills.

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

