



## Your job

**Job Title: Keeping Families Together Practitioner in the CIC Team**

**Service: Children in Care, Adoption and Leaving Care**

**Grade: 6**

**Reporting to: Tracey Turner, Team Manager**

You will work with children and families across the borough that has an allocated social worker. You will provide a flexible range of services, incorporating assessment and direct work packages for children, young people and their families within a centre or workplace within the local community and the families own home in order to enable families to improve the quality of family life and prevent family breakdown where possible.

Acting as the key worker for children, young people and their family you will access the appropriate services to meet the needs of children, young people and their families and contribute to other specialist assessments such as Child and Family assessments, psychological assessments, assessments for court and assessment of need in relation to pathway planning.

Supervise family time between children who are looked after by the local authority and their birth parents/extended family members.

In conjunction with your manager you will undertake, plan, implement and review individual programmes of work for families based on identified needs so that carers can improve their parenting capacity and consequentially the children and young person's experience of being parented will be improved.

## Mandatory Statement

The Council is committed to complying with European General Data Protection regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection regulations.

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### In this job you will:

In the next 12 months, you will:

- Support children, young people and their families where family breakdown has occurred and adoption procedures have been instigated.
- Transport, supervise and facilitate contact.
- Escort or accompany children, young people and their families for interview, appointment and admission into care as required.
- Undertake the agreed programme of work in a variety of settings, which will include the centre/workplace, the local community, other establishments and the families, and /or the young people's own home.
- Keep up-to-date, accurate records of the work undertaken with children, young people and their families. This may include the writing up of assessment reports for the referring agency.
- Attend, participate and contribute to planning meetings, reviews and case conferences, by way of verbal contribution and the presentation of reports.
- Provide written reports, attend and give evidence in court as and when required.
- Have the necessary skills and ability to formulate, assess and implement programmes of direct work with children and families.

On an ongoing basis you will:

- Proactively embrace partnership working, utilising an asset-based approach.
- Share best practice, advice and knowledge.
- Attend all training relevant to your position.
- Contribute to team meetings and share knowledge and experience with the team.

- Work across Children’s Social Care to provide the service at any location in line with business needs.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules.

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## In this job you will need:

You must be able to demonstrate the following essential requirements:

- You will hold a Health and Social care Qualification; level 3 is the minimum requirement.
- Experience of effectively working as a team whilst having an ability to use your own initiative.
- Experience of working with children and families.
- Have the ability to travel borough wide to undertake your role including transporting of children.
- Be flexible in your approach to your working day between 7.00am – 19.00pm

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## Our Culture

For us, it’s not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **TeamWigan** behaviours.

<b>Be Positive</b>	“ Take pride in all that you do and support and develop yourself and others. ”
<b>Be Accountable</b>	“ Be responsible for making things better, enabling change and supporting improvement. ”
<b>Be Courageous</b>	“ Be open to doing things differently and working collaboratively with others. ”
<b>Be Kind</b>	“ Be helpful, generous and thoughtful towards yourself and others. ”