Your job

Job Title: Leaving Care Personal Advisor

Service: Children's

Grade: G7

Reporting to: Gillian Eyer

To work as part of a team to provide support to Young People 16- 25, preparing to leave care and be responsible for their support post care. To ensure that young people are living in suitable accommodation, engaged in work, training or education and that they are not socially isolated. Work as part of a multi-disciplinary team ensuring Care Leavers have appropriate benefits, accommodation and are supported with independent living. Encourage and support young people to fulfil their aspirations in life. Ensure that children and young people in Wigan and other boroughs, receive the help and support that they require in order to be provided with optimal life opportunities, adhering to all relevant policy, procedure and legislation. The post holder will fulfill all the statutory responsibilities of the Personal Advisor in line with the Children Leaving Care Act 2000.

Mandatory Statement

The Council is committed to complying with European General Data Protection regulations (UKGDPR) 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.

Wigan Council is an active, strong, and committed corporate parent. As a priority, all employees have a responsibility towards the children we look after and care leavers, not just those employed by the Children's Directorate.

In this job you will:

In the next 12 months, you will

- You will work with young people/adults, ensuring that their wishes and feelings are given due regard in their planning and review processes.
- You will be responsible for the transition of young people at 16/17 years old working collaboratively with social workers.
- Assist young people in a range of practical, personal, social support to enable independence and help young people contribute to the local community in line with the Wigan Deal.
- Demonstrate a young adult centred approach whilst valuing diversity and respecting difference. Challenging where care leavers are discriminated against on whatever basis race, class, age, gender, sexual orientation.
- Respond appropriately in crisis situations whilst managing planned work.
- Provide support to young people once they have left care by providing a range of individual or group work sessions designed to improve their life skills, relieve social isolation and enhance peer group support.
- To maintain positive links with a range of accommodation providers including supported lodgings/staying put arrangements in order to promote choice and good quality housing for young people.
- To develop the pathway plan with every care leaver allocated and to review that pathway plan in line with statutory guidance or in response to need.
- Accompany young people to various appointments if the personal advisor feels this support is necessary, participate in the daily duty and drop in provision as per the rota.
- To work intensively with a mixed case load of Eligible, Relevant, Former Relevant and Qualifying young people.
- To ensure all records of work, paper and electronic are up to date and comply with legal and departmental requirements and are of a high standard.
- Attend statutory departmental reviews and multi-agency meetings which may require preparation of detailed reports.
- Ensure that Young People are placed at the heart of the service and are treated courteously and fairly and consulted on all aspects of their service provision.
- An ability to work flexibly and creatively to re-engage and empower young people leaving care and progress effective planning. This includes supporting them to chair their own review meetings.

- Experience of the complaints process and ensuring that young people are made aware of this and are able to access these processes to resolve disagreements, ensuring that young people are aware of and can access appropriate advocacy services to ensure that their views are heard.

On an ongoing basis you will:

Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

In this job you will need:

You must be able to demonstrate the following essential requirements:

- To hold a Child Care Qualification at NVQ level 3 award or equivalent
- A working knowledge of young people's entitlement to benefits and allowances through both the Local Authority and the Benefit agency.
- An ability to contribute to effective multi agency meetings across both children and Adult Social Care arenas, involving multi agency partners and with a focus on safeguarding young adults.
- To have good knowledge of both leaving care legislation, Children Act '89, Children (Leaving Care) Act 2000 and also Adult Social Care as to how this impacts on the transition from children to adult social care.
- An understanding of the challenges faced by separated young people and the legislation around this.
- Awareness of the implication for care leavers of the new Social Work Bill (extending the age range up to 25 for all young people whether they are in education or not.)
- To have the ability and confidence to also escalate and challenge both young people effectively but also to challenge process and use conflict resolution
- Ability to work on own initiative to work under pressure and required deadlines.
- Proven experience in a relevant field e.g Care Leaving Team, Youth work, Children's Residential Setting
- Ability to work as part of a team and as an individual, with an innovative approach to recognising problems and providing solutions.
- A willingness to undertake training and development.
- Build trusting relationships with Young People, championing the rights of Care Leavers.

- Support the development of performance management frameworks that reflect the principles of the Deal for Children and Young People and the Be Wigan Behaviours.
- Build strong relationships with partners to deliver the Deal for Children and Young People and support the delivery of wider strategy such as Deal for communities and Health and wellbeing.
- A good knowledge and understanding of IT systems.
- Offer a flexible approach to working with young people. Particularly separated young people.
- Ensure you prepare and engage for regular supervision.
- Full driving licence

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.

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