



Your job

Job Title: Fostering Support Worker

Service: Kinship Support Team

Grade: 6

Reporting to: Steven Potter / Fostering Managers

The post holder will be expected to provide a flexible range of services, including direct work packages for children, young people and their foster carers within a centre/workplace, the local community and the foster carers own home. The post holder will be involved in fostering recruitment and also undertaking office duty responsibilities.

The post holder will act as case manager offering day to day support to foster carers. The post holder will have a training role with foster carers and will be responsible for co running support groups.

You will deliver a range of support activities to children, young people and their foster carers in order to prevent disruption.

You will work with children, young people and their families, a range of professionals including fieldwork staff, health colleagues, statutory, private and voluntary organisations.

It is expected that there will be a degree of flexibility in relation to working patterns, with hours of work within the core times as identified in Job Evaluation.

Here at Wigan Council, we believe our workforce is our greatest asset and we will ensure you have the right support and a positive working environment to deliver outstanding social care to children, young people and families.

We believe that looking out for our young people and supporting families is a key priority for the future. Our children and young people have told us how important it is for them to feel safe, to have access to things that interest them and be proud of their local area. We want our young people to thrive, be proud to call the borough of Wigan home and see it as a safe and vibrant place to grow up in. We want them to be happy and to continue to feel

connected with the borough as they grow into adults, with opportunities to live, work and raise their own families here. We want you to help us to achieve our goals. You will work directly with children, young people and families to build and maintain empathetic and person-centered relationships that facilitate change and encourage permanence whilst also working closely with other children's services and partners.

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.

In this job you will:

On an ongoing basis you will:

Undertake a range of services including assisting in the recruitment of new carers and supporting existing foster carers.

In undertaking these duties the post holder will be expected to comply with the National Minimum Standards and regulatory framework for fostering and to use any guidance and / or framework available at the time and to complete within set timescales.

Access the appropriate services to meet the needs of children, young people and their families.

Provide an environment for children and young people in which they can stay safe, be healthy, enjoy and achieve, make a positive contribution and have economic well being.

Participate in the development of a variety of assessment and support services for children, young people and their foster carers.

Facilitate training to foster carers to enhance their skills and competencies as carers.

Undertake, plan, implement and review with their line manager individual programmes of work for families based on identified needs aimed at enabling the carers to improve their parenting capacity and therefore, the children and young person's experience of being parented.

Assist foster carers to support care leavers to enable the young person to live independently or attain a level of independence appropriate to their needs.

Plan, implement and review programmes of work with individual children and young people or foster carers for whom specific needs have been identified.

Undertake the agreed programme of work in a variety of settings, which will include the centre/workplace, the local community, other establishments, and the foster home.

Plan and implement group work in a variety of settings to enable carers to develop their understanding and abilities in relation to children, themselves, and their environment.

Keep up-to-date, accurate written records of the work undertaken with children, young people, and their carers. Including contributing to carers assessments and annual reviews.

Attend, participate and contribute to Foster Panel, 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.

To be involved in the recruitment of foster carers including any marketing. This will include undertaking initial visits to potential foster carers and advising on the role of a foster carer, assisting with the carrying out of statutory checks etc.

Work in partnership with families, fieldwork staff, health colleagues, statutory, voluntary and community organizations to promote the carers' young person's parenting capacity and the welfare of the child or young person.

Provide advice and support both on a practical and emotional level to the carers and children within the home.

Work closely and flexibly with other agencies and the local community to ensure a cohesive approach to children, young people, and their families.

Transport, supervise and facilitate family time when needed.

To escort or accompany children, young people and their families for interview, appointment and admission into care as required.

Participate fully in both the supervision and employee development process, keeping their line manager informed as to the progress that children, young people, and their foster carers are making.

Undertake any other duties as requested by management, which is commensurate with the grade and job title of the post.

Service Development

The post holder will be expected to contribute to any new service development which will be in the best interests of children, young people, and their families.

Contribute to the overall development of the children, young people, and families' service by attending team meetings and participate in training and developmental working groups as agreed between the post holder and their line manager.

To have a role in training.

Staffing and Staff Development

To participate in staff development and training programme which aims to enhance individual skills and create opportunities for professional development.

Participate in the IPA process in accordance with the departments staff development policy and advise management of training needs that have been identified.

Quality Assurance

Work to the standards laid down within the policies, processes and procedures of the children and young people's services.

Ensure work is completed within specific timescales.

Continually review/evaluate performance and endeavour to seek modification and improvement when required.

Management Information and Administration

Assist the manager with the implementation of the team plan.

To provide information as required to other staff and outside agencies in accordance with legislation and the data sharing protocol.

Communication

Assist in and maintain effective links and communication systems to promote the free flow of non-confidential information and issues within the children and young people's service, between other departments, with elected members, external organisations, and members of the public.

Marketing and Liaison

Assist the manager in developing effective joint working practice with other teams.

Assist the manager to maintain effective liaison with other teams in the directorate, local authority, other agencies, organisations and groups.

To be involved in promoting fostering to members of the public.

Management of Resources: (other than people)

To have responsibility for computer information in terms of personally producing this information.

To comply with the Council's and directorate policies and procedures in relation to all financial matters.

Corporate responsibility

Support the implementation of the Council's policies and procedures within the workplace, and across the Council.

Co-operate with all council staff to develop effective and mutually supportive working relationships.

Adhere to the council's equal opportunities, health and safety and customer care policies when consulting on methods of identifying and meeting the needs of children, young people and their families.

Promote the interests of the Council in partnership ventures with other statutory and non-statutory agencies.

Actively promote children's rights and in particular the United Nations Convention and the Rights of the Child.

Other specific duties

To carry out the duties in the most effective, efficient and economic manner available.

To continue personal development in the relevant area.

To participate in the staff review and development appraisal process.

To support the directorate mission statement and service plan.

Carry out any reasonable duty as directed by a senior manager within CYPS.

Safety Training – Manual Handling, Risk Assessments.

This job is current at the date shown, but, in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title.

In this job you will need:

You must be able to demonstrate the following essential requirements:-

NNEB, BTEC in Nursery Nursing, NVQ 111 in childcare and education, NVQ 111, Children and Young People, Health Social Care level 111 Children and Young People.

In-depth experience of working with children, young people and their families.

Experience of working within a team setting.

Liaising and working with outside agencies.

Effective record keeping and report writing.

Planning and delivering specific pieces of work to be undertaken with individual children and young people, parents / carers and groups.

Experience of using IT.

Knowledge and understanding of equality, diversity and community cohesion.

Knowledge of childcare and other relevant legislation including the Fostering Regulations, National Minimum Standards and Care Planning Regulations.

Knowledge of childcare theory and practice.

An ability to assess the needs of children, young people and their parent/carers and to formulate and deliver appropriate packages of support.

The ability to build positive relationships with children, young people and their families.

Ability to negotiate with and advocate on behalf of children, young people and families.

Ability to be flexible in their approach to working with children, young people and families.

Ability to communicate effectively both verbally and in the written form.

Ability to work constructively with other agencies.

Ability to work as part of a team.

Ability to use a range of techniques when working with children, young people and families to meet specific needs.

Ability to use their own initiative on challenging situations and to cope with a stressful varies workload.

Ability to work in an anti-discriminatory manner.

Ability to plan, develop and implement programmes of work.

Ability to formulate accurate assessments of children, young people and their families.

Ability to organise own workload and prioritise.

Ability to work on a Rota system.

Ability to make decisions and operate on personal initiative in an emergency situation.

An ability to take responsibility for learning and reflecting on practice and for making constructive use of opportunities for personal and professional development.

Interpersonal skills.

IT skills

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. ”