

Job Description and Person Specification

Job Title: Family & Healthy Relationship Co-ordinator

Job Details : To support the early identification and reduction of parental conflict. The role involves delivering evidence-based interventions, supporting practitioners and working in partnership with families and agencies to promote positive parenting and healthy relationships	
Grade	5
Service	Early Help, Children's Service
Location	City Wide
Job Evaluation Code	A6239

Coventry City Council Values
<p>We expect everyone who works for us to be committed to our One Coventry values and to share our commitment to becoming a more diverse and inclusive organisation:</p> <p>Open and fair: We are open, fair and transparent.</p> <p>Nurture and develop: We encourage a culture where everyone is supported to do and be the best they can be.</p> <p>Engage and empower: We engage with our residents and empower our employees to enable them to do the right thing.</p> <p>Create and innovate: We embrace new ways of working to continuously improve the services we offer.</p> <p>Own and be accountable: We work together to make the right decisions and deliver the best services for our residents.</p> <p>Value and respect: We put diversity and inclusion at the heart of all we do.</p>

Job Purpose

1. To support the early identification and reduction of parental conflict, ensuring that children and young people are protected from its harmful effects. The role involves delivering evidence-based interventions, supporting practitioners, and working in partnership with families and agencies to promote positive parental relationships.
2. To work in partnership with a range of services such as Health, Schools, Early Years providers, Housing, Police, and third sector organisations to empower families to sustain positive changes that will improve the outcomes for children and young people.
3. To lead on and be responsible for the planning and delivery of evidence based individual and group work programmes to families experiencing parental conflict

Key Responsibilities and Accountabilities	
Ability to plan & deliver group work and direct 1:1 support and interventions to families experiencing parental conflict to provide direct support to families experiencing parental conflict, building strong relationships to maximize sustained change for families and improve outcomes for children and family.	
Contribute and provide information in part of a multi-agency plan with Family Help, Social care, and partner agencies to identify and respond to parent conflict this can include EHA, CIN, CP)	
Workforce development activities to practitioners and other partners on recognising and addressing parental conflict	
Develop and maintain resources and tools to support families and professionals	
Assessing the needs of the family regarding family conflict in accordance with Coventry policies and procedures	
Planning and deliver a range of evidence-based group programmes to families	
Actively Participate in supervision and professional development and as outlined by in the departmental policy as well as identify and attend personal and team training	
Promote the use of family relationships language and approaches across services through networking and workforce development	
To provide direct support and intervention to children and families using a variety of evidence-based tools that demonstrate impact, delivered in a range of settings including families' homes and family hubs	
To monitor and evaluate the impact of support and intervention delivered to children, young people, and families.	
Any other duties and responsibilities within the range of the salary grade	

Key Relationships			
External:	Health Education Police Social Care Community Settings and third sector organisations	Internal:	All service area's in children services Adult education service Education service

Standard Information

Post holders will be accountable for

- carrying out all duties and responsibilities with due regard to Code of Conduct, Safeguarding, Health & Safety and the City Council's Workforce Diversity and Inclusion Policies. Duties which include processing of any personal data must be undertaken within the corporate data protection guidelines.
- attending any training and undertake any development activities that are identified as mandatory/beneficial to their role.
- any other duties and responsibilities within the range of the salary grade.

Responsible for

N/A

Person Specification

Requirements

Knowledge	Understanding of family relationships who are experiencing parental conflict
Knowledge	Knowledge of impact of parental conflict on children's well being
Knowledge	Training in evidence-based parenting or relationship programmes
Skills And Ability	Strong communication and interpersonal skills
Skills And Ability	Ability to work independently and as part of a team
Skills And Ability	Ability to work with Coventry City safeguarding and child protection procedures
Experience	Experience in delivering group work or training
Experience	Experience of working with families with diverse and complex needs delivering direct support or group interventions
Experience	Experience working in a relational approach in practice
Qualification	Relevant level 3 qualification and substantial experience of working with children, young people and families in early years, social care, health or school settings

Special Requirements	
----------------------	--

Disclosure and Barring Service (DBS)			
Does the role require a DBS check?			
Find out which DBS check is right for your employee - GOV.UK			
And if so, which type?			
Basic Check <input type="checkbox"/>	Standard Check <input type="checkbox"/>	Enhanced Check <input checked="" type="checkbox"/>	Enhanced + barred list check <input type="checkbox"/>

Declaration			
Reviewed/Created By:	Joanne Jackson		
Job Title:	Parenting Lead	Date:	13/11/25