

Job Description and Person Specification



Job Description

Job Title	Adolescent Support Worker
Grade	5
Service	Children's Services
Reports to	Senior Practitioner / Team Leader
Location	City Wide
Job Evaluation Code	



About Coventry City Council

Who we are: At Coventry City Council we are dedicated to making a positive difference to the services we deliver to the diverse citizens of Coventry. The work we do improves people's lives – from helping them into work to providing clean and green places to live, to keeping people safe and protected.

As a Coventry City Council employee, you have our ongoing commitment to your growth and development with opportunities to work across multiple service areas including customer contact, public health prevention and education and skills, adults and children's services and provide support for the most vulnerable.

Our aim is simple – to be globally connected, locally committed, deliver our priorities with fewer resources whilst effectively managing our performance and measuring our progress.

Our Values: 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:



About the Service your team will provide

Purpose of the role

To provide intensive support to young people and their families to overcome barriers which may be impacting on their health, social and emotional and educational needs in order to improve their outcomes and reach their full potential whilst remaining in their family setting.

Main Duties & Key Accountabilities

Core Knowledge

- Provide timely and effective intensive interventions to support young people and their carers to remain as a family.
- Ensure the most positive outcomes for families and their children are being met, by rebuilding effective, caring and trusting relationships in order to strengthen their ability to remain as a family unit.
- To engage and develop effective relationships with young people and families referred to the Edge of Care service (EOC)
- Develop and implement effective support plans in liaison with the family and other professionals by completing holistic assessments of need.
- Review support plans on a regular basis with families and professionals, including meeting at midway, closure and exit stages of the intervention programme.
- Undertake frequent home visits, offering intensive support during times of crisis.
- Undertake Brief Solution focused interventions, trauma informed approaches and evidence-based practices, to support families to make sustainable changes.
- Provide information about all local provisions relevant to meet the needs of the family and support them to access services, signpost or making onward referrals (when and where applicable) .
- Be part of a duty rota and buddy system that involves working some evenings and weekends.
- Any other duties and responsibilities within the range of the salary grade.

Key relationships

External	Internal

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.

Smoke Free

The City Council is Smoke - Free. Smoking is not permitted on any of our premises or the surrounding land including car parking facilities.

Training

The postholder must attend any training that is identified as mandatory to their role.

Responsible for:

Staff managed by postholder:

N/A

Person specification

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Knowledge	
An understanding of issues which impact on young people's needs and behaviours.	
Understanding of appropriate and effective problem-solving intensive interventions with young people including 1:1 support and work with families	
A thorough knowledge of issues relating to child protection	
Skills and Abilities	
Ability to engage and motivate young people.	
Ability to establish good working relationships with young people based on respect and openness	
Ability to work using own initiative	
Ability to work effectively within teams and as an individual	
Ability to communicate effectively and form good working relationships with young people and their families to support and motivate them to address presenting problems and issues which may be impacting upon the family relationships.	
Ability to manage, update and prioritise case work/files	
Effective written, verbal and presentation skills and demonstrate ability to write clear, concise, accurate reports, case notes and support plans	
Ability to manage and prioritise own workload	
Ability to undertake appropriate assessments of the needs of young people and their families to support and implement effective support plans	
Ability to provide a positive role model for young people	
Able to work with vulnerable and marginalised groups, promoting equality diversity and inclusion.	
Experience	
Experience of working with young people who have complex needs and exhibit emotional and behavioural difficulties	
Experience of creative and innovative approaches to engage vulnerable and hard to reach young people	
Experience of data protection, recording sensitive information, maintaining case files and adhering to confidentiality policies	
Experience of working in a multi-agency capacity, ensuring collaboration with partner agencies and promoting relational practice.	

Qualifications

NVQ Level 3 in children and young people/Health and social care or equivalent

Special Requirements

This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).

Date Created	January 2020	Date Reviewed	January 2023
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