**JOB DESCRIPTION**

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| **Job Title:** | **Children and Young Person Support Worker**  **(Specialising in Therapeutic Resources and Therapies)** |
| **Date:** | **Jan 2021** |
| **Department:** | **Support Services** |
| **Line Manager:** | **CYP Manager** |
| **Grade/Pay Scale** | **£15 per hour** |
| **Location:** | **The Haven Wolverhampton - Refuge** |
| **Status:** | **Sessional** |

**Job Purpose**

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| * To deliver therapeutic interventions to support children and young people (CYP) aged up to 16 years, whose lives have been devastated by domestic violence * Work in line with The Haven Work Plan and Funder outcomes to ensure CYP experience improved emotional and behavioural wellbeing throughout the course of the project. * Use monitoring tools and Individual Support Plans to measure the CYP journey and track differences made in line with project outcomes. Through the use of tools such as SUMO you will support CYP to cope with change and develop resilience. * Prioritise safeguarding of CYP, complete Early Help Assessments, manage risks, complete MARFs and contact MASH for additional support as required. |
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**Scope of Job – Main Tasks, Duties and Responsibilities**

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| * To identify good quality therapeutic resources to support children’s emotional development and well-being during group sessions. * Provide one to one individual therapeutic sessions and group sessions as identified in The Haven’s Work plan and Child and Young Persons Individual Support Plans. * Work with external agencies to include (Health, Early Help Teams/strengthening families Hubs, Children Social Care, Schools, Education psychologist, Child and Adult Mental Health ‘services, Glasshouse College, Gazebo theatre etc). To ensure Child and Young Person’s overall well-being and individual development is of a high standard. * Provide a wide range of therapeutic sessions and tailored interventions that is designed for various age groups within our refuge accommodation and The Haven’s Hub. * To maintain a safe, healthy and child friendly environment for Children and Young People within The Haven’s services. * Deliver wishes and feeling session in The Haven Hub to meet the needs of Young People referred from community or external services. * Set up Children and Young People Focus group as a vehicle for Children and Young People surviving domestic violence to become empowered and their voices heard * Design basic therapeutic sessions for mom and child to learn together outside of planned therapeutic sessions. * Support with any concerns whether physical, emotional, educational or developmental that mom may have. * To attend relevant meetings as agreed with/requested by Line Manager. * To maintain up to date case notes. * To be committed to the principles of Equal Opportunities and anti-discriminatory practices and to work within a multicultural client group. * To maintain confidentiality within the boundaries of existing policy, maintain confidentiality and adhere to GDPR guidelines. |

**General Duties and Responsibilities**

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| * To undertake such other duties, training and/or hours of work as maybe reasonably required, and which are consistent with the general level of responsibility of this job. * To have personal responsibility for maintaining personal and professional development to meet the changing demands of the job and The Haven, by undertaking appropriate training and development activities. This includes encouraging and supporting staff and managers in their training and development. * To ensure equality of opportunity both in service provision and employment, having regard to the needs of the diverse communities we serve. * To act in accordance with the organisations standing orders, financial regulations and financial procedures. * To comply with legislation and The Haven’s policies including Confidentiality, Information Sharing, Data Protection, Computer Security, Safeguarding vulnerable adults and children, and Human Rights. * To undertake any other duties commensurate with the grading of the post subject to reasonable adjustment under the Equality Act. * The duties of the post may change and develop from time to time in the light of new legislation, The Haven’s Policies, organisational development and social trends. Such development will be monitored in conjunction with the Chief Executive and will be reflected as necessary in the aims and objectives of the post. |

**Special Conditions (if applicable e.g. unsociable hours, extensive travel etc.)**

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| * Able to work unsociable hours on occasions if required to undertake internal Haven activities or external continued professional development activities. |

**PERSON SPECIFICATION**

The Person specification provides a list of essential and desirable criteria which a candidate should possess to be able to perform the job. Each of the criteria listed below will be measured through one or a combination of the following: A = Application form/CV; I = Interview; D = Documentation; R = References and T = Test.

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| **Job Title:** | CY&P Support Worker | **Job Purpose:**  To deliver therapeutic interventions to support children and young people (CYP) whose lives have been devastated by domestic violence. Work in line with The Haven Work Plan and Children In Need (CIN) project outcomes to ensure CYP experience improved emotional and behavioural wellbeing throughout the course of the project. Use monitoring tools, Early Help Assessments and Individual Support Plans to measure the CYP journey and track differences made in line with the CIN project outcomes. Develop and establish partnerships with external agencies /organisation within the City of W’ton to ensure integrated and multi-agency working meets the additional needs of CYP. |
| **Date:** | December 2019 |

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| **factors** | **Essential** | **DESIRABLE** | **HOW IDENTIFIED** |
| **Experience** | * Must have worked within Children’s Services within the last 2 years and have sound knowledge of working within a residential setting. * Must have a variety of experience in working directly with and supporting vulnerable children and young people. * Working with children who have experienced trauma or behavioural problems. | * Experience of working in or with the voluntary sector. * Experience of working with children with special needs and disabilities. * Childhood Studies or Youth Work very desirable * Experience of working in a children’s residential setting | A  I  R |
| **Knowledge & Understanding** | * Demonstrate an understanding of and commitment to implementing the principles of equality and opportunity, anti-discrimination practices and anti-oppressive practices and working within these principles. * Demonstrate an awareness and understanding of Health and Safety issues and risk assessments related to this post. * Knowledge and understanding of Every Child Matters, Children’s Act (2005), Safeguarding principles, policies and procedures which impact on children and young people such as Early Help Assessments, MARF referrals * Demonstrate knowledge of the need to work with parents to support the overall development of the children. * Knowledge of Health and Safety legislation and practices, First Aid qualified. * Knowledge and understanding of therapeutic play and demonstrate the value of play for children in refuge and The Haven Hub. |  | A  I  R  T |
| **Skills & Abilities** | * Demonstrate the ability to establish effective working relationships with co-workers, other professionals and service users. * Demonstrate the ability to relate to a multi-cultural client group and an understanding of the issues and effects of domestic violence and/or homelessness among women and children. * Demonstrate the ability to maintain confidentiality in all matters relating to The Haven Wolverhampton including the confidentiality of women and children using the service. * Ability to identify good quality resources to support children’s emotional development, manage behaviour and provide opportunities for play and supervision. * Ability to work on own initiative and deal with challenging situations. * Good verbal and written communication skills and ability to compile written reports and statistical data as a requirement of the funding criteria. * Good record-keeping skills. |  | A  I  R |
| **Qualifications & Training** | * Must be qualified (or have equivalent qualification) Degree Play therapy. * Must be qualified in therapeutic interventions (drawing talking, sand therapy wishes and feelings work) or extensive experience as a child support staff | * Level 3 NOCN Working with Survivors of Domestic Violence * Social Work Background | A  I  D |
| **Other Special Requirements** | * Demonstrate a commitment to the aims and objectives of The Haven Wolverhampton in supporting women and any dependent children who are homeless through reasons such as domestic violence. * Demonstrate a commitment to supporting Family Support Workers to ensure they are kept updated of differences made to the relationship with the mother. * To contribute to Newsletters and Annual Reports and interviews on local radio for CIN publicity * Ability to work flexibly to suit women and children’s needs | * Access to a vehicle to travel around the different refuge sites | I |