Job Outline

Post:	Family Support Practitioner
Location:	Caithness Family Team, Caithness House, Market Place, Wick
Hours:	35 per week
Duration:	Permanent
Cluster:	People
Grade:	HC06
Contact Name:	Lynn McLean
Contact email:	lynn.mclean@highland.gov.uk

Job Purpose

- To provide and coordinate planned, staged, and responsive support services to children, young people, and their families across the Highland area. This includes early intervention and targeted services where needs are complex. The role involves direct work with children, young people and families, and the coordination of resources to ensure effective delivery of services in line with the Highland Practice Model and relevant legislation.
- Carry a caseload of children, young people and families requiring early intervention, intensive or targeted support under the direction of the statutory social worker or social work manager.

Job Description – Key Duties and Responsibilities

Delivering quality services

1. Contribute to the assessment and planning processes for children, young people and families, promoting family-based care wherever possible.
2. Provide direct support to children, young people, and families using a range of approaches including positive role modelling and solution-focused techniques.

3. Where required plan, develop and implement specific, individual and group work interventions in collaboration with partner services.
4. Promote and safeguard the welfare and rights of children and young people.
5. Engage with service users in various settings, including evenings and weekends as required.
6. This role requires the postholder to work flexibly, as there may occasionally be a requirement to work outside standard hours in the evenings and at weekends. Any hours worked beyond contracted hours will be paid at the applicable enhanced hourly rates, in line with the Council Policy.

Liaison with other agencies

1. Liaise with external support services (e.g., Third Sector, Education) to ensure coordinated delivery.
2. To promote and participate in regular reviews of Child's Plans including contributing to the preparation and presentation of written reports when required.
3. Participate in inter-agency work to safeguard children and young people and manage child protection concerns.
4. Plan and implement specific activities and interventions aligned with child's plans.
5. Contribute to service reviews and development of integrated approaches.

Record Keeping

1. Maintain accurate written and electronic records, including reports and plans where appropriate.

Relationships

1. To develop positive working relationships with children, young people and families.
2. Work collaboratively with the Social Work Manager/Social Worker/Social Work Assistant/ Named Person, and partner agencies to ensure effective intervention for the child or young person.

Other Duties

The postholder may be required to undertake any other duties appropriate to the level of the post.

- Undertake any other duties appropriate to the level of the post as required by management.
- Duties and responsibilities will vary from time to time.

Person Specification

Essential Attributes

- Holding or willing attain an HNC/SVQ3 or equivalent.
- Experience working with children, young people and families, including those affected by disability.
- Experience in planning strategies for children, young people and families who are experiencing difficult or complex situations and need support.
- Strong literacy, numeracy, and communication skills.
- Ability to work independently and as part of a team.
- An understanding of child development and confidentiality requirements.
- The ability to work creatively and motivate children, young people and their families.
- Ability to assess need and risk collaboratively with professionals.
- Ability to write reports, maintain records, and contribute to the development of assessments and care plans.
- Enthusiasm, creativity, empathy, and flexibility in working with children, young people and families.
- Willingness to undertake training and travel across Highland as required.

Health and Safety

Health & Safety is an integral part of any role within the Highland Council. As such we would expect that all employees:

- Become familiar with Violent Incident and Accident reporting procedures and comply with them.
- Undertake a continual program of Risk Assessment in relation to their role within Highland Council.
- Have an understanding of the importance of Health and Safety in the workplace and familiarise themselves with the Highland Council's Health & Safety Procedures.

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