

Person Specification – Family Support Worker

You should be able to demonstrate that you meet the following criteria:

E = Essential
D = Desirable

Measured by:

- A. Application
- B. Test / Exercise
- C. Interview
- D. References
- E. Proof of qualifications

Core Competencies		
E	Acting positively	A/C
E	Behaving ethically	A
E	Teamwork	A
E	Striving for excellence	A

Role Specific Competencies		
E	Communicating	A/C
E	Influencing others – building partnerships	A
E	Planning and prioritising	A
E	Empathy	C
E	Resilience	A/C
E	Persistence	A/C
E	Flexibility	A/C

Skills		
E	-Listen and relate to children, young people and adults in an empathetic manner, valuing their views, experience and recognise their strengths.	A/C
E	-Develop rapport with families.	A/C
E	-Ability to identify where intervention is needed using appropriate assessment methods.	A/C
E	-Respond to difficult situations and / or individuals in a calm, fair but effective manner seeking advice and support where appropriate.	A/C
E	-Respond to sensitive issues in a confidential manner subject to Child Protection guidelines.	A/C
E	-Encourage others towards positive actions and outcomes.	A/C
E	-Support learning by giving constructive feedback and coaching.	A/C
E	-Communicate effectively – face to face or by telephone, with parents/carers/headteachers/ social workers/other agencies and professionals.	A/C
E	-Commitment to working in partnership with parents/carers to negotiate agreed outcomes.	A/C
E	-To disseminate information and offer relevant advice.	A/C
E	-Produce reports and written documents to a reasonable standard to be agreed by the line manager for sending to external agencies where appropriate.	A/C
E	-To maintain records of work and supply data and other monitoring and evaluation information as required.	A/C
E	-Proven ability to manage time effectively, prioritise workloads and work to deadlines.	A/C
E	-Work flexibly and manage own time to best effect.	A/C
E	-Report and account to line manager as appropriate.	A/C
E	-Demonstrate awareness / commitment to upholding equal opportunities policies and to work in an anti-oppressive manner in all aspects of work.	A/C

E	-Take initiative and work independently when needed.	A/C
E	-Use information appropriately and effectively.	A/C

Experience		
E	-Deliver information, advice, support and facilitate training through individual and group based support to parents/carers.	A
E	-Demonstrable experience in undertaking holistic assessments of family's needs, development and learning.	A/C
E	-Proven ability to detect and refer any non-accidental injury in a sensitive and non-judgmental manner.	A/C
E	-Experience in multi-professional and multi-agency working to respond to needs of children, young people and families.	A
E	-Experience in undertaking or participating in Common Assessment Framework (CAF) and team around the child meetings.	A

Knowledge		
D	-A clear understanding of the structures and policies in relation to Children Leeds and Leeds City Council.	A/C
E	-Demonstrable understanding of safeguarding and child protection.	A/C
E	-Knowledge of the social and emotional factors that affect a child's capacity to learn.	A/C
E	-Knowledge of available support services and referral routes.	A/C
D	-Ability to provide general advice and guidance on established procedures and to seek specialist advice or support where appropriate.	A/C
D	-Knowledge of locality.	A

Other qualifications / skills		
E	-Driving licence and a willingness to travel within Leeds.	A/C
D	-CAF and Lead Professional trained (the successful candidate will be required to undertake this training if they have not already done so).	A/C
D	-Trained in evidence based parenting programme i.e. Family Caring Trust, ESCAPE Nurturing, Webster Stratton (training in one at least one of these approaches will be a requirement of the post if the successful candidate does not already have this training).	A/C
D	-Trained as a trainer in adult learning.	A/C

Special Requirements		
D	-Qualified up to Level 3 Working with Parents (the successful candidate will be required to undertake with qualification if they have not already done so).	E
E	-Unequivocal references will be required pre interview.	D
<p>The responsibilities of the post require the post holder to have significant unsupervised contact with families and an enhanced DBS (Disclosure and Barring Service) check and will be required prior to appointment following interview. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974.</p>		