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| **Job Title:** | **Children’s Wellbeing Officer**  |
| **Job Location:** | **The Royal Hospital for Children and Young People** |
| **Reports to:** | **Deputy Director of Children’s Wellbeing**  |

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| **Purpose:** |
| The postholder will play a key role, as a member of the Children’s Wellbeing team, in supporting the Deputy Director of Children’s Wellbeing in developing and delivering the organisational strategy, specifically those aspects relating to children, young people and their families.The postholder will manage and lead a team of workers and volunteers. The postholder will work in the Children’s Wellbeing Team, providing support to children, young people, and their families. The postholder will work with children, young people, and their families from different cultural backgrounds and ages, who may be also in different stages of medical and psychological investigations, treatment, and recovery. The postholder will enable the organisation to transform the experiences of children, young people, and their families, by supporting the delivery of the organisation’s Children’s Wellbeing Service. |
| **Areas of Responsibility:****Main Duties:**  |
| * Ensure compliance with appropriate policies and procedures in line with legislative and regulatory requirements; and deliver agreed best practice in all activities.
* Work within agreed frameworks regarding safeguarding, confidentiality, and professional practice.
* To identify and support the non-clinical needs of a wide range of children and young people in the hospital, by providing a range of focussed activities and support services, in an evidence-based age appropriate, and engaging way.
* In recognition of the increasing number of teenage young people, including those receiving CAMHS support, work with them to develop a programme of evidence-based, engaging activities and support; delivered in both ‘The Hub’, the adolescent spaces, CAMHS unit and wards.
* Work with teams in the hospital to develop complementary programmes which support children and young people to engage with treatment and feel less anxious or stressed.
* Support young people to feel empowered and build confidence through creating opportunities for peer befriending, peer support programmes, and young volunteering.
* Link with partner agencies and organisations to signpost children, young people, and their families to places of support and advice, facilitating introductions if required or providing ‘The Hub’ as a location for information/advice sessions.
* Integrate into the ECHC Arts Programme, volunteer service and hospital play service to provide meaningful engagements for children and young people.
* Assist in the evaluation of all projects with patients, families, staff and volunteers, and report to the Deputy Director of Children’s Wellbeing on outcomes.
* Assist ECHC colleagues in any activities which will help to sustain the charity. This will include, for example, providing information for informing funding applications and providing support for funder visits to the service.
* Establish, maintain, and further develop relationships with all ECHC’s identified groups of stakeholders, in particular engaging with children, young people and their families/carers.
* Manage a team of youth workers and volunteers.
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| **Other Specific Duties:*** Engage with the NHS and maintain a strong relationship with the hospital and its staff.
* Any other duties appropriate to the role and in line with the needs of ECHC.
* Continue with professional development.
* Maintain up to date knowledge of local and national provision for children’s, young people, and family’s wellbeing; and, of research, policy, and practice in relation to young people’s wellbeing.
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| **REQUIREMENTS** | **ESSENTIALS** | **DESIRABLE** |
| **Education & Qualifications** | Qualified to HND level in a relevant area or with equivalent professional experience  | Degree in a relevant area (youth work, social work, nursing, counselling/psychology teaching, mental health)  |

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| **Experience & Knowledge** | * A minimum of 3 years’ experience of working with children and young people
* Experience of supporting families
* Evidence of achieving positive outcomes for children and young people
* Experience of working to keep young people safe from harm
* Knowledge of issues and barriers that young people face
* Clear knowledge and command of the risks involved in working with young people
* Understanding of the use of marketing to promote engagement of young people
* Sound knowledge of the available services and organisations which children, young people and families could be signposted to for support
* Sound knowledge of GIRFEC principles and methodology
* Working knowledge of current legislation and best practice about data protection
 | * Experience of working in a healthcare environment
* Experience of fundraising organisations
* Experience of working with volunteers/ setting up volunteer programmes
* Experience in public speaking & advocacy
* Experience in maintaining accurate records, collect data to evidence impact and prepare reports evaluating and monitoring projects
* Experience in managing small project budgets
* Experience in managing a team of staff and volunteers
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| **Skills and Attributes**  | * Excellent oral, written, and listening skills for a range of audiences, especially young people
* Skilled track record in organising, coordinating, and running a calendar of events including seasonal activities and trips
* Skilled in delivering services and designing projects in consultation with children & young people
* Ability to build rapport and trust with young people as a respected champion of wellbeing
* Inspire and support others to put their health and wellbeing back on track and make behaviour changes
* Understanding of the triggers, causes, and presentation of challenging behaviour, and ability to manage these
* Ability to model appropriate behaviours to both colleagues and children/young people
* Patience, tolerance, and sensitivity; mature and non-judgmental outlook
* Ability to work independently
* Enthusiasm and resilience
* Ability to set and maintain clear and appropriate boundaries
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| **Additional** | * A passion for the rights of children and young people, and the strategic aim and purpose of ECHC
* Positive, persuasive, motivational individual with an obvious enthusiasm for the work of ECHC
* The ability to manage expectations of stakeholders to achieve the best result for both them and the organisation
* A communicator of the highest standard
* Willing to work flexibly including evenings and weekends as required
* Willing to undertake additional study or learning as required to fulfil this developing role
* Professional and convey the values of ECHC at all times
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