

## **EDINBURGH WOMEN'S AID**

### **JOB DESCRIPTION**

<b>Job Title:</b>	<b>Family Support Worker</b>
<b>Responsibility To:</b>	<b>Operational Manager</b>
<b>Salary:</b>	<b>SCP 24 £23,820.00 pro rata</b>
<b>Hours:</b>	<b>15 hours per week</b> - days to be agreed with Operational Manager with potential for a Saturday.
<b>Contract:</b>	<b>On a permanent basis (subject to funding).</b>
<b>Holiday Entitlement:</b>	<b>25 days annual leave plus 10 public holidays</b>
<b>Minimum Qualification Requirement:</b>	<b>HNC Childhood Practice (SCQF 7) or SVQ Social Services Children and Young People(SCQF Level 7)</b>

### **Job Purpose**

The role of the Family Support Worker is to offer support to children and young people (CYP) who are experiencing or have experienced domestic abuse. This work also extends to working with women for the benefit of any children and/or young people.

### **Main Duties**

#### **• Children's Work**

To work with CYP (children and young people), aged 0 – 18.

To be able to identify the needs of children/young people who have been in an abusive situation and develop a care plan to address these.

To work in a non-judgemental, non-competitive and non-violent manner.

To ensure CYP are listened to and that their needs and rights are recognised and met.

To develop a range of innovative ways for CYP to access support

Ensure that the general physical and emotional well-being of the individual CYP is met through providing a range of one to one and/or group activities.

To combat isolation whilst in refuge by organising events and encouraging children and young people to participate in local activities.

To continue to develop the child centred approach to services within Edinburgh Women's Aid Ltd.

To provide an ongoing support to CYP's when moving into new home

To develop and contribute to outreach and drop-in service including out of hours services

To work within the regulatory requirements of all relevant bodies

- **Family Work**

To support and provide information to women regarding the development and behaviour of CYP and involve them in any planned intervention regarding their children.

To support mothers in identifying and securing suitable provision for CYP in refuge e.g. nursery, education.

To provide advice and training on parenting skills on a one to one basis and within a group work setting.

- **Administrative Tasks**

To keep clear and comprehensive records and case plans and be responsible for maintaining office systems of records, administration eg. Writing letters, records of work etc.

Write clear and concise reports for agencies as required i.e. Children's Hearing

To facilitate an information and resource exchange and offer mutual support with other workers and agencies.

## **Other Tasks**

Promote and adhere to the aims and objectives of the organisation.

Attend and participate in multi-agency meetings and Case Conferences.

Ability to identify issues and adhere to Edinburgh Women's Aid's child protection policy.

Attend supervision sessions and team meetings.

In conjunction with other workers, provide training and talks to individuals, voluntary and statutory agencies on issues relating to domestic abuse.

Develop children and young person's work in line with the wider organisational developments, legislative changes and recognition of changing needs.

Liaise with all relevant agencies.

To liaise with all Women's Aid workers and joint work cases where appropriate.

To undertake training as necessary

**\*Please note – some evening and weekend work will be essential.**

<b>FAMILY SUPPORT WORKER - PERSON SPECIFICATION**</b>
<b>ESSENTIAL QUALITIES.</b>
<ul style="list-style-type: none"> <li>• Recognised qualification for working with children and young people (CYP) e.g. HNC Childhood Practice, Social Services Children and Young People, Social Work, Community Education, NNEB.</li> <li>• Be registered or be eligible to register with the SSSC.</li> <li>• Two years' experience of working with children and young people.</li> <li>• A clear understanding of domestic abuse and the effect this has on children and young people.</li> <li>• Knowledge and experience of Child Protection issues</li> <li>• Knowledge and understanding of care commission regulations and National standards of care for CYP</li> <li>• Knowledge of methods of intervention required to address the consequences of abusive family life.</li> <li>• Ability to work within and develop a range of innovative methods of reaching children and young people.</li> <li>• Ability to advocate for children and young people.</li> <li>• Ability to write reports and keep records to an acceptable standard.</li> <li>• To work within the ethos of a feminist analysis of abuse.</li> <li>• To have the ability to work effectively within a team and also work on own initiative</li> <li>• An ability to communicate effectively with multi agency groups</li> <li>• Have experience of group work, pre-school and school age children/young people</li> <li>• Be able to work out with normal working hours</li> <li>• Ability to work in stressful situations</li> <li>• Computer literate</li> </ul>
<b>DESIRABLE QUALITIES.</b>
<ul style="list-style-type: none"> <li>• Ability to give presentations and speak in public to both adults and children and young people</li> <li>• First Aid certificate</li> <li>• Clean Driving Licence</li> <li>• Access to own transport</li> </ul>
<p>** Because the position involves substantial amounts of lone working candidates will need good mobility and the ability to transport infants and young children safely. You will need sight, hearing and speech levels of a standard enabling you to communicate with infants and younger children.</p>

*Women's Aid in Scotland is an equal opportunities employer and welcomes applications from all sections of the community. Women only need apply under Schedule 9 (Part 1) of the Equality Act 2010*