

## Family Links Worker – Inverness High Associated Schools Group<sup>1</sup>

**Employer:** Thriving Families

**Hours:** Part-time (ideally 28 hours per week, willing to discuss hours).

**Salary:** £28,355.60 (£15.58/hour) full-time salary (full time = 35 hours per week)

**Holidays:** 37 days/259 hours per annum including public holidays (pro-rata)

**Place of work:** Hybrid – predominantly working in schools within the Inverness High ASG (Merkinch Primary, Bishop Eden’s Primary and Inverness High School), working with families in their communities and working in the Thriving Families’ office (The Pines, Drummond Road, Inverness IV2 4NZ).

**Pension:** 3% employer contribution

**Contract:** Fixed term - one year initially, with extension subject to funding.

**Reports to:** Family Links Lead and Chief Executive

**Closing date for applications:** Sunday 5 July 2026 (midnight)

### Application process

For a confidential discussion, please submit a request by email to [info@thrivingfamilies.org.uk](mailto:info@thrivingfamilies.org.uk)

Applications should be sent to [info@thrivingfamilies.org.uk](mailto:info@thrivingfamilies.org.uk) with the subject line ‘Application for employment’ and include the following:

1. A CV, not more than two sides of A4 and including two referees, including your current or most recent employer. Referees will only be contacted if we make you a conditional offer of employment.
2. A Letter of Application to include
  - What attracted you to the role (maximum 200 words)
  - A general statement in support outlining how your knowledge, skills and experience meet the essential criteria listed in the person specification (maximum 1000 words)

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<sup>1</sup> Associated Schools Groups (ASG) refers to the area covered by a secondary school and its feeder primary schools

All applications will be acknowledged, and candidates will be kept informed on the progress of their application.

**Please note: When we shortlist the applications to see who we will interview, we will score the applications against the criteria in the person specification, looking for evidence that the applications meet the essential criteria. Please evidence how you meet the person specification in your application.**

## Overview

Family Links is a pioneering service led by a partnership of third sector organisations - the [Care and Learning Alliance](#), [Homestart East Highland](#) and [Thriving Families](#) - and supported by the [Highland Whole Family Wellbeing Programme](#).

Working alongside schools and other statutory and third sector providers, the Family Links team delivers holistic support to families in targeted communities across Highland. The current role is in the Inverness High School Associated Schools Group area and the worker will be employed by Thriving Families.

## Role description

### Purpose of role

Family Links workers are a bridge between home, school and community, supporting families to overcome challenges to wellbeing and enabling children and young people to flourish in school and beyond.

It is recognised that there is a range of potentially beneficial outcomes for children and young people from building closer partnerships between schools, communities and families and supporting all family members to address both practical and emotional issues.

Family Links Workers work alongside families in the Inverness High School catchment area which have been identified by the schools (both primary and secondary) as being most in need. Priority families identified for Family Links are those experiencing school attendance and engagement issues. Families experiencing school attendance and engagement issues can also self-refer to Family Links.

Support provided to families is agreed alongside families, is delivered flexibly and is responsive to the needs of families and individual family members. It will be available to families for as long as they need it.

Early / preventative support in the form of peer support groups (facilitated by the Family Links team) is also available for families with children or young people with identified neurodevelopmental needs and kinship families in the area.

### **Main responsibilities**

- Work in partnership with children, young people, schools, parents, carers, local statutory providers and community organisations to deliver tailored, holistic support to families who are referred to Family Links.
- Liaise with contacts within schools beyond to ensure that support for referred families is joined up and effective.
- Meet and support both young and adult family members – individually or collectively and in their own home or in a safe space outside the home as appropriate to individual circumstances and need – to identify practical and emotional issues which have an impact on wellbeing and actions to address these.
- Where appropriate and within the remit and skillset of this role<sup>2</sup>, work directly alongside family members, as relevant, to action issues identified. Otherwise, direct and signpost family members to appropriate sources of support within the community and beyond.
- Meet regularly with the wider Family Links team to reflect on experiences, share learning and good practice.
- Carry out continual monitoring of support delivered against key indicators and provide regular feedback reports to the schools and the Family Links partnership and ensure that the voices and views of children, young people and families are at the heart of this.
- Work alongside partners from schools, statutory services and community groups to contribute to the creation of more neuro-positive environments within homes, schools and the community.
- Where appropriate and identified as a need by families and partners, facilitate group and peer support opportunities for families, including during school holidays.

### **Person specification**

#### **Experience / knowledge**

Candidates should have experience in a range of these areas. It is not obligatory for candidates to have experience of all areas listed here.

- Experience of working alongside families in a supportive role.
- Experience of delivering support to children and young people, including those with additional support needs
- Experience of working in a development role to influence ongoing, evidence-based change.

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<sup>2</sup> Please refer to the person specification.

- The ability to deliver support appropriately within the scope of the project and to work in line with agreed policies and procedures.
- Experience of working successfully as part of a small team.
- Knowledge of the range of supports available for families in Highland and in the local community.
- Experience of working within cross-sector, multi-agency partnerships.
- Knowledge of the challenges currently faced by families in the Highlands.
- Knowledge of primary and secondary school systems and processes in Scotland and across Highland relating to attendance policy.
- Awareness of the challenges faced by children and young people in engaging with school in Highland.
- Knowledge of how to access supports for families (e.g. income maximisation)
- Understanding of and respect for the need to work within professional boundaries.

### **Personal qualities, skills and characteristics**

- Warm, empathetic, engaging and personable to help build relationships with families, other team members and partners
- Highly effective communication skills
- Strengths-based, collaborative and authentic approach.
- Calm, caring, compassionate and respectful in chaotic, challenging and pressurised situations.
- Ability to exude hope, inspire and empower others.
- Enthusiasm – for the opportunity to work alongside families and make a difference to their lives, for the professional opportunity that working in the service brings and the opportunity to do things differently.
- Creative and knowledgeable, able to improvise to find innovative options and solutions for families working to realistic goals.
- Reflective of their own practice, willing to ask for, receive and act on feedback received from others, and willing to provide feedback to others.
- Team worker who genuinely thrives in working collaboratively with children, families, the whole family support team and wider professional networks.
- Embraces flexibility in working arrangements – including the need to occasionally work outside of regular office hours - and able to manage their time effectively.

### **Other**

Current full driving licence and access to own transport.