

Job Description

Section A: Job Profile

The job profile outlines key information relating to the salary and working conditions e.g., location of a job, along with the current focus of the role and a brief description of the main duties.

Job Details

Job Title:	Youth and Family Practitioner (Act Now)
Salary:	£32,076 - £34, 834
Grade:	9
Hours:	37
Team:	Youth Justice & Exploitation Service
Service Area:	Children, Education & Families
Primary Location:	County-wide <i>Please note we are actively looking at our ways of working using everything we have learnt and heard from our people about the organisational and personal benefits of agile working. What you can absolutely expect from working at Oxfordshire County Council (OCC) is that you will have the support to do your job and deliver great results, wherever you are based. Each role at OCC is different and we know the needs of individuals are also varied, and so our approach to where and how often we would like to see you in person will be taken depending on the requirements of the role and in collaboration with you as part of the recruitment process.</i>
Budget responsibility:	N/A
Responsible to:	Senior Practitioner
Responsible for:	N/A
Political Restricted Post:	N/A

Job Purpose

A brief overview of the key objectives of the job:

To support implementation of prevention activity under the Act Now project within Oxfordshire's Youth Justice & Exploitation Service, and in partnership with statutory and voluntary/community services. The role focuses on delivery of high quality, holistic, prevention/early intervention for children aged 10-17 years old and their families with needs which place them on the cusp of the entering the criminal justice system. This role will specifically focus on responding to children in Police custody arrested for knife/weapon related offences, providing a timely response to assess concerns and strengths and plan and deliver a short-term intervention to meet need. Role delivery will be in accordance with evidence-based effective practice with children and young people, and in the context of managing risk, well-being and public protection issues. This role is fixed-term for 12 months, working 37 hours a week. The shift pattern is 8.30am - 5pm Monday - Friday.

Job Responsibilities

This is a bullet point list of the main duties or tasks that the post holder will be expected to undertake.

- Respond to children either in, or recently released from, Police custody for knife/weapon offences within specified time-frame to provide support and assess strengths and concerns. This will require the role to see children both in the custodial and community environment.
- Case-management work providing direct intervention and support to young people and parents/carers in relation to emerging behaviours that could lead to criminal justice outcomes. To work with families using a relationship-based and person-centred approach, prioritising the best outcomes for families.
- This involves the post-holder undertaking brief assessments, planning and undertaking interventions with individuals and families, reviewing the work undertaken and closing input at the appropriate time with a robust exit strategy.
- To get alongside parents/carers of children on the cusp of the criminal justice system to identify their needs and deliver responsive, evidence-based interventions to support their parenting and reduce risk of escalation into statutory services.
- Work to tackle disproportionality within the youth justice system in accordance with best practice guidance.
- To work in partnership with children, young people and their network in a persistent and pro-active way, employing a range of innovative techniques to engage positively with those individuals and families who have often been known to be unwilling to engage with services or frequently disengage.
- Contribute to delivery of group work with vulnerable children, young people and their families and carers. This includes building positive relationships with participants to support them to effectively engage in the programme delivered.
- Responsible for ensuring that the service maintains a commitment to hearing the voice of, and advocating for, the child, and their parents/carers, ensuring that their needs are understood and that Turnaround practice is responsive to those needs.
- To use skills in motivational interviewing, mediation, advocacy and positive role-modelling when relationships within families or with partners have become difficult or have broken down. To work in a trauma-informed way with children and families is essential.
- To be able to work independently (lone-working) in the community and adhere to OCC health and safety procedures and lone-working guidance.
- To work in a way that is restorative and in line with OCC Corporate Values and Children's Services' practice principles.
- To attend individual supervision when required and to engage in professional development as agreed with the line manager.
- To be familiar with and committed to equal opportunities and anti-discriminatory and anti-oppressive practice and the Council Policy and Plan and to implement this in all aspects of working practice and promote it in the team, workplace and wider organisation.
- To maintain child-focused, concise and accurate recording and assist in collecting and collating information as required for the Office of the Police and Crime Commissioner and OCC.
- The nature of the work may involve the post-holder carrying out work outside of normal working hours and will require the post-holder to be flexible and pragmatic to meet the needs of children and families.
- Any other duties as may be deemed necessary to carry out the full remit of the role.

Our Values

Our organisational values underpin everything we do and say and are supported by policies, processes and guidance. In short, our values describe 'the way we do things here' so that we deliver great services for our residents. Our values are:

- Always learning
- Be kind and care
- Equality and integrity in all we do
- Taking responsibility
- Daring to do it differently

Everyone that works for us demonstrates their commitment to these values. We will ask you to demonstrate your commitment to these values, and their associated behaviours, throughout the application process.

Section B: Selection Criteria/Person Specification

This section provides a list of essential and desirable criteria that detail the skills, knowledge, behaviours, qualifications and experience that a candidate should have to perform the job.

Each of the criteria listed below, and your commitment to our values, will be measured through the application form/CV (A) and optionally one or more of the following - a test / exercise (T), an interview (I), a presentation (P) or documentation (D). You must provide a supporting statement as part of your application which includes examples and evidence of when you have demonstrated the criteria listed below.

Essential Criteria	Assessed By:
<p>Recognised qualification related to children and young people:</p> <ul style="list-style-type: none"> •Youth & Community Work (JNC recognised) or •Diploma in Children and Young Peoples Workforce or equivalent or •A minimum of a level 3 qualification in childcare, social care, counselling, youth work or education <p>Relevant experience of working in the community with vulnerable children, young people and families</p>	A/I
	A/I
An understanding of the impact of abuse, social deprivation and disadvantage on children, young people and their families	A/I
Skill in use use of innovative and dynamic engagement techniques to engage children and their families.	A/I
Clear and inclusive communication skills; ability to communicate with diverse range of people from children to adults taking into account neuro-diversity	A/I
Strong team-work skills and ability to work with range of partners	A/I

Ability to work independently to given and delegated tasks	A/I
Ability to keep up to date, timely and accurate records	A/I
Commitment to high standards of professionalism	A/I
Ability to cope with challenging behaviour from young people and parents/families	A/I
A flexible approach to working, including out-of-hours, and an ability and willingness to travel to various locations in a cost efficient way	A/I
Excellent communication skills and ability to communicate with diverse range of people	
The post-holder must be willing to undertake further training within the relevant professional development framework	A/I
Satisfactory Criminal Records Bureau disclosure	A/I
Desirable Criteria	Assessed By:
Skills in mediation / conflict resolution / restorative and positive parenting approaches	A/I
Knowledge and understanding of relevant theoretical frameworks (e.g. restorative practice, child development, attachment etc)	A/I
Experience of using validated assessment tools	A/I

Section C: Pre-employment Checks

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates. Further information can be found here [Pre-employment checks](#)

Additional pre employment checks specific to this role are identified below (those ticked).

<input type="checkbox"/>	Enhanced Disclosure and Barring Service check with Children's and Adults Barred List	<input type="checkbox"/>	Enhanced Disclosure and Barring Service check without an Adult/Children's barred list check
<input checked="" type="checkbox"/>	Enhanced Disclosure and Barring Service check with Children's Barred List	<input type="checkbox"/>	Enhanced Disclosure and Barring Service check with Adults Barred List
<input type="checkbox"/>	Standard Disclosure and Barring Service check	<input type="checkbox"/>	Basic Disclosure
<input type="checkbox"/>	Disqualification for Caring for Children (Education)	<input type="checkbox"/>	Overseas Criminal Record Checks

<input type="checkbox"/>	Prohibition from Teaching	<input type="checkbox"/>	Professional Registration
<input type="checkbox"/>	Non police personnel vetting	<input type="checkbox"/>	Disqualification from Caring
<input type="checkbox"/>	Other (please specify):		

Section D: Working Conditions

This is a guide to the working conditions and the potential hazards and risks that may be faced by the post-holder.

Health and Safety at Work

You are responsible for your own health, safety and wellbeing, and undertaking health and safety duties and responsibilities for your role as specified within Oxfordshire County Councils Health and Safety Policy.

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked).

<input type="checkbox"/>	Provision of personal care on a regular basis	<input type="checkbox"/>	Driving HGV or LGV for work
<input type="checkbox"/>	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/>	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
<input type="checkbox"/>	Working at height/ using ladders on a regular/ repetitive basis	<input type="checkbox"/>	Restricted postural change – prolonged sitting
<input checked="" type="checkbox"/>	Lone working on a regular basis	<input type="checkbox"/>	Restricted postural change – prolonged standing
<input type="checkbox"/>	Night work	<input type="checkbox"/>	Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/>	Rotating shift work	<input type="checkbox"/>	Manual cleaning/ domestic duties
<input type="checkbox"/>	Working on/ or near a road	<input type="checkbox"/>	Regular work outdoors
<input type="checkbox"/>	Significant use of computers (display screen equipment)	<input checked="" type="checkbox"/>	Work with vulnerable children or vulnerable adults
<input type="checkbox"/>	Undertaking repetitive tasks	<input checked="" type="checkbox"/>	Working with challenging behaviours
<input type="checkbox"/>	Continual telephone use (call centres)	<input type="checkbox"/>	Regular work with skin irritants/ allergens
<input type="checkbox"/>	Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/>	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/>	Work requiring respirators or masks	<input type="checkbox"/>	Work with vibrating tools/ machinery
<input type="checkbox"/>	Work involving food handling	<input type="checkbox"/>	Work with waste, refuse

<input type="checkbox"/>	Potential exposure to blood or bodily fluids	<input checked="" type="checkbox"/>	Face-to-face contact with members of the public
<input type="checkbox"/>	Other (please specify):		

April 2022