



Final

<b>Role Title</b>	Family Help Practitioner
<b>Reference Number</b>	
<b>Service</b>	Children's Services
<b>Function</b>	Children's Social Care
<b>Reports to</b>	Centre Manager/ FSS Assistant Team Manager

## Role Purpose

- To provide a professional service to a caseload of children, young people and families, including Team Around the Family (TAF) and Children in Need.
- To ensure the highest of professional standards and good overall knowledge of interventions and practice in line with the values and principles of Family Safeguarding Approach.
- To ensure provision of good quality services which integrate government and local guidance and initiatives including, Children Acts 1989 & 2004, Working Together, local Child Protection and Looked After Children procedures, and the DoH assessment framework.
- To act as case holders for children and young people in accordance with the appropriate level of the Threshold of Need matrix.

## Children's Services Accountabilities

- To assess children and young people's needs, including taking appropriate actions to address emerging safeguarding concerns.
- To attend Team around the Family meetings (TAFs) and take on the Lead Professional role where appropriate
- To support children and families that are subject to Child in Need plans as the allocated worker.
- That the needs of the children and their parents/carers are professionally supported, and that relevant interventions are provided where needed, in a timely way.
- To work with families using the Family Safeguarding Workbook modules, and a strengths-based approach.
- To prepare and submit written reports as and when required.
- To attend TAF reviews and core groups and child in need meetings presenting interventions undertaken clearly, with professionalism and integrity.
- For Child in Need matters that are allocated to you, to ensure the manager is kept fully apprised of significant information about allocated families arising, seeking advice as and when necessary.
- To take the lead role in the delivery and implementation of evidence-based programmes.
- To attend group supervision when required and to ensure that relevant updates are provided before each group supervision session.
- To attend individual supervision when required and to engage in professional development as agreed with the line manager.
- To use ICT to maintain accurate case records, and to be able to record activity in line with key performance management data.
- To practice according to the Council's policies and procedures.
- 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 proactively liaise with and work in partnership other agencies and organisations, parents and carers.
- To ensure that the child's voice is considered in all casework and included in all assessments and plans.
- To promote the involvement of young service users and families in meetings about them, and where possible, in service development.



- Comply with OCC health and safety policies, procedures and rules, taking reasonable care of self and others.
- Any other duties which are deemed necessary as directed by your manager

## Health and Safety

You have specific responsibilities under Health & Safety legislation to ensure that you:

- Take reasonable care for your own health and safety, and that of others affected by what you do, or do not do.
- Cooperate on all issues involving health and safety.
- Use work items provided for you correctly, in accordance with training and instructions.
- Do not interfere with or misuse anything provided for your health, safety or welfare.
- Report any health and safety concerns to your line manager as soon as practicable.

## Portfolio Accountabilities

- Work collaboratively with internal and external providers to support service delivery and improve outcomes for children.
- Actively engage and work with all key partner agencies in the delivery of multi-agency child safeguarding duties in accordance with national policy and legislation.

## Knowledge / skills / experience required

- Evidence of a good standard of education or Relevant Level 3 Qualification
- An understanding of the impact of abuse, social deprivation, inequality and disadvantage on children, young people and their families and a good understanding of child development and factors that support children to develop and achieve their potential.
- A good standard of IT skills, recording skills and the ability to be reflective; assessing and analysing information
- Ability to demonstrate relevant and substantial experience in any or all of the following - social care, education, early years, youth and community work and proven experience of working effectively with children, young people and their families including within the family homes of children.
- Ability to work in an inclusive/non-discriminatory manner, acting with integrity and impartiality, promoting a working environment that supports the Council's values
- Ability to communicate and collaborate with a wide range of people in different situations and build effective working relationships internally and with partner agencies and be approachable.
- Ability to be proactive, to motivate and create change within complex family situations and deal effectively with challenging situations with resilience and confidence with the ability to listen, mediate and negotiate.
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## Working arrangements

This role may will require the post holder to travel across Oxfordshire and work flexibly, outside of core working hours where necessary to meet the demands of the service

An enhanced DBS for children and adults is required

## Leading through our values and behaviours

Providing clear and visible leadership by putting our values front and centre of every behaviour, decision, and action.

- Always learning.



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

<b>Date</b>	November 2025
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