



## **Breckland Children's Domestic Abuse Support Worker Job Description**

<b>JOB TITLE:</b>	<b>Children's Support Worker</b>
<b>SALARY:</b>	<b>NJC Scale 5 (£24,491 - £25,991), fixed term contract until 31<sup>st</sup> March 2022</b>
<b>RESPONSIBLE TO:</b>	<b>Programme Director</b>
<b>PLACE OF WORK:</b>	<b>Daisy Community Hub – Watton</b> (The post holder will be required to work in schools and other venues across Breckland and also from home due to Covid 19 considerations.)
<b>HOURS</b>	<b>37.5 hours (Monday to Friday)</b>
<b>LEAVE:</b>	<b>25 Days + Bank Holidays pro rata</b>

### **About the Daisy Programme**

The Daisy Programme is a Domestic Abuse charity covering Breckland in Norfolk who also provide a counselling service to survivors of Sexual Abuse (Rowan Project). Our charity has grown organically over the last 6 years and is a busy, well-established charity for people across the area.

### **About the Role**

We are looking for an experienced Children and Young Person's worker with the ability to work with children aged 8- 16 who have experienced living with domestic abuse. (Please note that this is the initial age group and we would like to extend support to children aged 5 upwards once the service is established.) This is an exciting new service for Daisy Programme which will address a significant gap in support for children who have been harmed by domestic abuse in Breckland. The successful candidate will have great interpersonal and communication skills and the ability to build relationships and work collaboratively with a wide range of delivery partners, schools, parents and carers and children/young people. The post holder will work alongside and support Daisy Programme's other services for families including Parenting Workshops and drop-in parenting advice sessions.

The post holder will be highly organised, innovative, robust, resilient and enjoy motivating individuals with a passion to support children and young people. If you want to be part of a pioneering new project working across Breckland to make a difference to the lives of children and young people impacted by Domestic Abuse, this is the role for you.

The post is a fixed term contract until 31st March 2022 with the possibility of extension if the impact of the work enables further funding to be secured.

The role will be based in Watton, Norfolk with the option of some flexible working.

For further information or request an application form, please email:  
[programmedirector@daisyprogramme.org.uk](mailto:programmedirector@daisyprogramme.org.uk) Tel: 07572 654808.

Closing Date for applications Friday 7<sup>th</sup> May 2021.

## **Overall Objectives**

To deliver and develop support services for children and young people aged up to 16 years who have experienced domestic abuse in order to ensure their safety and emotional well-being.

To operate in accordance with best practice and within the policies and procedures of Daisy Programme.

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## **Duties of the role**

### **Support of Children / Young People**

- To assess the needs of children and young people on an individual basis in relation to their experiences of domestic abuse and provide appropriate individual support.
- To work in conjunction with adult support workers to assess the whole family and to provide appropriate support to adult victims and their children.
- To develop and deliver a programme of activities and events to assist children to overcome the negative effects of domestic abuse.
- To act as an advocate for children, attending school, court and child protection case and family support process conferences where required.
- To work with children to develop their confidence, self-esteem and practical skills.
- To carry out safety planning with children and young people living with domestic abuse.
- To assess children's needs and make referrals to external agencies where appropriate.
- To maintain a close awareness of child safeguarding and take appropriate action, including making referrals to CADS.

### **Family Support**

- To ensure that parents and carers are aware of their responsibility for their children's welfare and encourage constructive relationships between carer and child.
- To contribute to the delivery of parenting support programmes and Daisy Programme training in relation to the impact of domestic abuse on children and young people.
- To provide practical and emotional support and advocacy services alongside colleagues to families who have recently resettled into the community.
- To liaise with relevant agencies involved with clients to ensure that support is on-going, e.g., Social Services, Health Visitors, schools.

- To provide information and advice on relevant external agencies that may be able to provide support to women and their children e.g., Police, Victim Support, NSPCC, etc.

### **Internal and External Liaison and communication**

- To communicate positively with colleagues and promote Daisy Programme values and ethos across the organisation.
- To attend and participate positively in relevant meetings, training, supervision and appraisals.
- To liaise with and train external agencies to increase public awareness of the issues surrounding domestic abuse.
- To promote the work of Daisy Programme modelling a high standard of professional behaviours.
- To represent Daisy Programme at appropriate meetings and forums.
- To develop positive links with voluntary and statutory agencies.
- To keep up to date with national and local government decisions pertinent to the role

### **Administration**

- To maintain appropriate records relating to referrals and support carried out with children.
- To keep clear records relating to safeguarding concerns.
- To record all information on Daisy Programme Case Management System.
- To undertake all other reasonable tasks requested by the management team.

## Person Specification – Children’s Support Worker

Qualities required	
<b>Skills and experience</b>	<p><b>Working with people</b></p> <ul style="list-style-type: none"> <li>▪ Must have a proven track record of working with children and young people preferably those affected by domestic abuse.</li> <li>▪ Must have a proven track record of partnership working and have the skills and ability to build and maintain positive relationships with partners and stakeholders</li> <li>▪ Must have the ability to deal with changing priorities and unique situations and respond effectively to these seeking to resolve issues promptly</li> <li>▪ Strong team working capabilities and ability to liaise and co-ordinate effectively with internal and external partners through Early Help Collaboration meetings, Breckland Childrens Safeguarding Group and Daisy Programme Operational Team meetings</li> <li>▪ Must have knowledge of Signs of Safety, Family Support Processes, Safeguarding Children procedures and the importance of attachment in Assessment processes</li> </ul> <p><b>Communication</b></p> <ul style="list-style-type: none"> <li>▪ Must be able to communicate effectively (both orally and in writing) with clients, staff and stakeholders</li> <li>▪ Must show an ability to articulate views and ideas in a persuasive way</li> <li>▪ To be confident at presenting information in a variety of situations, including formal training and dealing with feedback and challenges</li> </ul> <p><b>Equality and Diversity</b></p> <ul style="list-style-type: none"> <li>▪ To demonstrate a commitment to the principles of equal opportunity and diversity.</li> </ul>
<b>Organisational abilities</b>	<p><b>Service Delivery</b></p> <ul style="list-style-type: none"> <li>▪ To have a clear understanding of best practice in relation to supporting children and young people.</li> <li>▪ Must be able to keep up to date with current thinking, developments and research and incorporate these into service provision.</li> <li>▪ Ability to respond to specific targets for service provision.</li> </ul> <p><b>Finance &amp; Administration</b></p> <ul style="list-style-type: none"> <li>▪ Should be able to demonstrate literacy skills</li> <li>▪ Should possess IT skills, including knowledge of Word, Outlook and Excel</li> <li>▪ Ability to operate within a quality assurance framework, ensuring objectives and targets are met on time and within budget.</li> </ul>
<b>Personal effectiveness</b>	<p><b>Approach to work</b></p> <ul style="list-style-type: none"> <li>▪ Must be a strong team player who possesses tact, diplomacy and negotiation skills, is resilient under pressure, and is able to prioritise workloads effectively.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Able to produce practical and creative solutions to issues and problems.</li> </ul>
<b>Education / qualifications</b>	<ul style="list-style-type: none"> <li>• NVQ / CYPW or equivalent experience.</li> </ul>
<b>Commitment to Daisy Programme</b>	<p><b>Commitment to organisational goals</b></p> <ul style="list-style-type: none"> <li>▪ Should be able to demonstrate a strong commitment to the objectives and values of Daisy Programme.</li> </ul> <p><b>Embracing change</b></p> <ul style="list-style-type: none"> <li>▪ Should be open to and supportive of change and new ways of working</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>▪ Full valid driving licence and use of own transport</li> </ul>

***Flexible working patterns will be required to meet the needs of the project and may include some evening and weekend work. The Post Holder will be required to work in various locations. Annual leave and time off in lieu to be taken with the prior agreement of your line manager.***

***The post holder is expected to work within policies and procedures of Daisy Programme and be committed to its ethos and values. This will include promoting and demonstrating the principles of equal opportunity including encouraging diversity and tackling discrimination.***