

JOB DESCRIPTION

POST:	Family Well-being Worker
RESPONSIBLE TO:	Office Manager, Midaye
SALARY:	£7,955 (fixed term contract till 2015, with possibility of extension)
Hours of work	16hrs per week

Purpose of the job:

To contribute the effective functioning of the Family Wellbeing service at Midaye's centre and the local Children's centres.

To support the parents/Carers living in RBKC and those who use the Children's centre Services.

To make contact with all families from Ethnic minority communities living in RBKC and Contribute to service development, as when it is needed.

To support families Wellbeing, working in partnership with other professionals and members of local voluntary and community groups.

To undertake whole family/ holistic assessments and co-design Health and Well-being Plans with service users, identifying support needs to ensure maximum engagement in improving their health and well-being.

To work as part of the Children's Centre team providing quality experiences for families and children/Young people.

To promote the ethos of the cluster team

Key responsibilities

- To attend all training sessions and program supervision meetings attached to your project.
- To provide emotional support and practical help to families.
- To refer families to other appropriate services for further support or help as appropriate.

- To write brief case notes after each session with a client using the forms provided.
- To promote Children's centre Service activities and uptake of ESOL classes to those who needed.
- To work directly with families in need in order to promote, strengthen and to develop the potential of parents/carers and children and empower them prevent children becoming looked after and/or suffering significant harm.
- To Work closely with colleagues in Children's Services and with other professionals, as required.
- To work closely with Midaye's Educational Outreach Worker and other project coordinators within the organisation to provide holistic support for families.
- To support families and provide information of parenting skills and refer to other appropriate agencies for further support.
- Promote equal opportunity, anti-discriminatory and anti-oppressive policies and practices
- Maintain confidentiality and promote an atmosphere in which parents/carers are encouraged to take responsibility for meeting needs of their children.
- Maintain personal and professional development to meet the changing demands of the job and ensure that service users are as fully involved as possible in decisions, which affect them individually.
- To engage hard-to-reach families and support them in accessing Children's Centre Services. To support families in developing partnerships with professionals, which promote children's learning and development.
- To keep records of your work and adhere to confidentiality, information sharing protocols and provide monitoring information as required.
- To provide emotional support for families, who are going through a difficult time in their lives because of a change in circumstances and refer them to appropriate service.
- To undertake any other duties as required by Midaye Manager.

SPECIAL CONDITIONS

This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

Person Specification

Qualifications

- Degree level education or equivalent

Knowledge and Experience

- Understanding of the issues surrounding hard to reach Communities
- Knowledge of the types of services available to families
- Experience of support families, Children and young people
- Awareness of the issues around violence against women generally

Skills and competencies

- Fluent in Somali/Arabic, as well as English is essential
- Ability to keep case and monitoring records accurately
- Strong communication and interpersonal skills
- Good organisational skills
- Good listening skills
- IT literate and experience of word processing programmes

Behavioural requirements

- Committed to helping Parent/Carer, Children and Young people
- Sensitive to the needs of Families from hard to reach communities
- Non-judgemental and positive approach to all service users
- Ability to work as part of a team and flexibility and enthusiasm for the job