

Person Specification



Leaping Into A Bright Future!

This Academy has a responsibility for, and is committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults, and requires all staff and volunteers to share this commitment.

Post Title	Child and Family Support Worker	Post No	
Salary Band/Range	Band D		
Responsible to:	Headteacher		

	Essential Criteria	Desirable Criteria	Measured By
Education & Qualifications	<ul style="list-style-type: none"> English and Maths GCSE at Grade C or equivalent NVQ Level 3 or equivalent in relevant field e.g. health, social care, early years, education, working with parents 	2 A levels (4 AS Levels) or equivalent	Certificates Application form

Skills & Abilities	To work flexibly in responding to the needs of families as they emerge	Ability to travel within the local community to support families and attend meetings	Interview and Task
	Able to communicate effectively and concisely and with a range of different individuals, groups and external agencies	Experience of using My Concern	Interview and Task
	Ability to effectively plan and prioritise workload associated with case work	Experience of Team Teach	Task
	Ability to engage and motivate resistant and hard to reach families		Interview
	Committed to improving the outcomes for families		Interview
	Able to keep accurate records of work including chronology		Task
	Be effective in using a range of IT systems		Application form and Task

	Effective verbal and written communication skills		Application form and Interview
	Committed to anti-oppressive and anti-discriminatory practice		Application form and interview

Experience & Knowledge	Direct experience of working with families and developing and maintaining an effective relationship	Experience of working with families with complex needs who find it difficult to engage with services	Interview and Application form
	Knowledge of child development and its influence on parent/child relationship	Experience of the Early Help	Interview and Application form
	Understanding of Safeguarding and Child Protection Policies and Procedures	Knowledge of additional support services and experience of signposting to these services	Interview and Task
	Experience of setting appropriate professional boundaries with families	Demonstrate experience of sharing information to improve outcomes	Interview and Application form
	Experience of engaging parents in community activities	Knowledge and experience of working within a school setting	Interview and Application form
	Practical knowledge and experience of working with vulnerable families and being aware of any issues a practitioner may face whilst working with vulnerable families.	Experience of supporting families in managing children's challenging behaviour	Interview and Task
	Experience of facilitating group work for parents	Experience of managing attendance	Interview and Application form
	Experience of attending Child in Need or Child Protection reviews/meetings	Experience of completing child protection referrals	Interview and Application form

Core Qualities	Personal effectiveness: makes things happen; operates with resilience, flexibility and integrity.		References
	Communication: shares and listens to information, opinions and ideas, using a range of effective approaches.		References
	Self-awareness: learns continuously and effectively adapts behaviour in response to feedback.		References
	A commitment to CPD and completing appropriate training relevant to the role.		CPD Record

	Excellent attendance record		References
	A commitment to safeguarding and promoting the welfare of children.		Interview References

Other Requirements			
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Compiled/Reviewed by	Headteacher/Business Manager
Date	December 2022