WOKINGHAM BOROUGH COUNCIL	**Job Description**			Job Reference
				712774
Job Title	**Family Support Worker**			
Service	Children's Services - Social Care and Early Help	Team	Family Placement Team	
Location	Shute End			
Reports to	Assistant Team Manager			
Responsible for				
Grade	Type of position:			Date
6	12-month fixed term contract			November 2024

This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list and the line manager may vary duties from time to time which do not change the general character of the job or the level of responsibility entailed.

Service Purpose

Leads the strategic direction of services as part of the senior leadership team in Children's Services Social Care and leads the delivery of high quality and effective social work and safeguarding services in respect of children in care and care leavers, fostering services and residential respite care. Provides the strategic lead for setting the agenda, ensuring systems are effective, efficient and offer good value for money in terms of partnerships, processes, delivered and commissioned services for children in care, care leavers, fostering and adoption. Provides assurance that the Council is effective, ambitious, and successful as a Corporate Parent to the children and young people in its care.

Purpose of the role

The Family Placement Team is responsible for recruitment, support and supervision of foster carers; for identifying and making suitable placements. The Family Support Worker will be responsible for duty; overseeing referrals and liaising with carers to ensure positive short-term matches for our young people alongside the Duty Manager. The role also requires the Family Support Worker to provide direct and indirect support to our fostering families with specific tasks, as identified by the Assistant Team Manager.

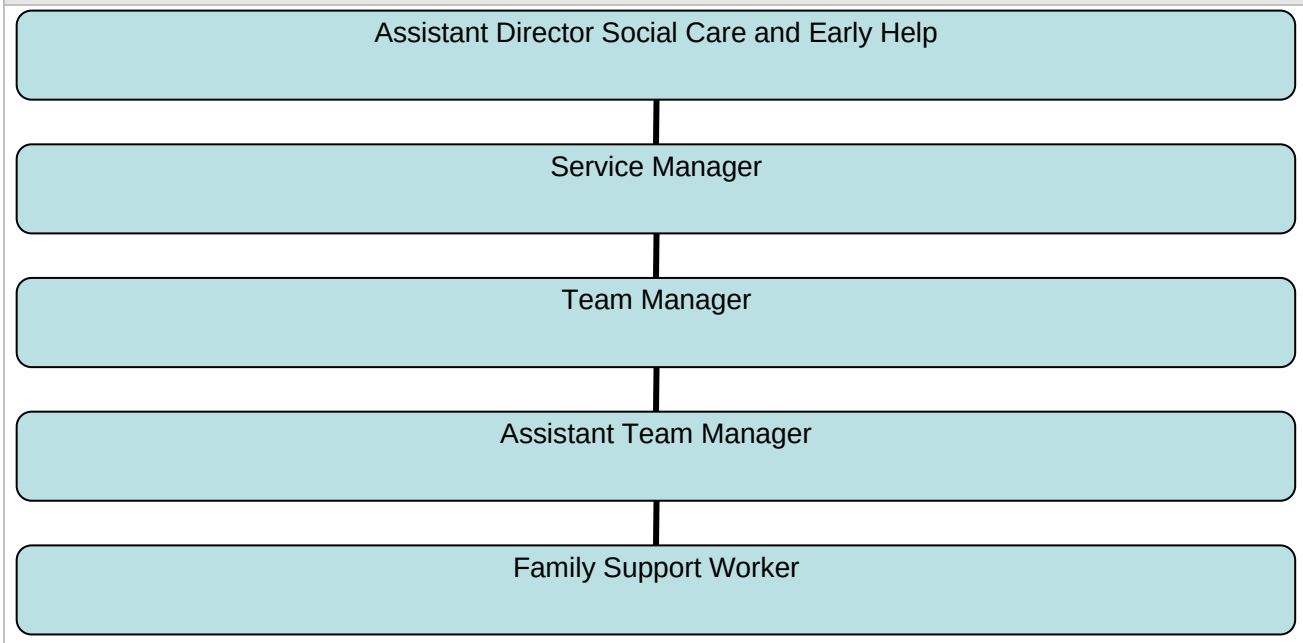
Main Accountabilities

1	Respond to duty requests, overseeing new referrals to ensure good matches to foster carers, quick strong matching ability is required to ensure there is no drift or delay in a child's care plan.

2	Create positive, dynamic relationships with foster carers, understanding their abilities and limitations to inform good matching
3	Builds and maintains strong working relationships with internal and external partners
4	Able to work in a fast paced and creative manner, with a variety of competing demands to ensure that day to day tasks are met
5	To provide practical, direct and indirect support to fostering families with a range of tasks
6	Ensure that all work carried out is in accordance with the requirements of the Wokingham Borough Council's structure and guidelines
7	To work closely with the Recruitment and Assessment Assistant Team Manager, to be part of the Recruitment and Assessment Team and contribute to the recruitment of long-term Foster Carers
8	Participate in appropriate activities and learning to develop own professional expertise. Continue with own professional CPD and keep up to date with knowledge and legislation to contribute to the best outcomes for children.
9	At all times, to promote and safeguard the welfare of children who live or access services in, or who are looked after by Wokingham Borough Council.
10	To be responsible for professional CPD to keep up to date with learning and ensure best outcomes for children and families

Supervision Received	This position will report into the Assistant Team Manager
Supervision Given	N/A
Contacts & Working Relationships	This position will work collaboratively and effectively work with a number of internal and external stakeholders, such as Foster Carers, Councillors, Directors of the Council and other Social Workers.
Management of resources or budget	N/A
Special Factors	• 3 days in the office in order to be able to liaise with other Teams and meet with managers on a regular basis • Willingness and flexibility to undertake a range of roles across children's social work as part of the job rotation system. • Flexibility in working hours including some availability to work outside normal office hours. • Able to work with degrees of risk, change and conflict, to identify personal stress levels, and to seek advice and support when necessary, within or outside of formal supervision. • Ability to undertake lone working in a range of settings including clients' own homes. • Ability to travel to a variety of locations.

Organisation Chart



Person Specification

Focus on describing the qualifications, skills, knowledge and experience an individual will require to successfully undertake the role. These should be split between essential and desirable.

Qualifications	**Essential**	**Desirable**
Relevant professional qualification (Social Work, Early Years, Youth & Community, Health)	NVQ level 3 or above	D
Must be able to drive and have access to a car	E	
Experience	**Essential**	**Desirable**
Substantial experience (two years or more) in either a paid or voluntary capacity working with children and families in a formal setting	E	
Experience of working in a purposeful relationship with children and families	E	
Experience in planning activities and programmes for children	E	
Knowledge	E	
Knowledge of Health & Safety issues and how to ensure good practice	E	

Knowledge and understanding of inter-agency and partnership work	E	
Knowledge and experience of working within Signs of Safety, Trauma informed and Relationship Based Practice.		D
Technical Skills	**Essential**	**Desirable**
Ability to use and manage IT packages eg. Microsoft Word, Outlook etc. including internal recording systems	E	
Excellent written and verbal communication skills.	E	
Ability to deal with sensitive issues, manage conflicting views and expectations and cope with unpredictable issues and behaviours	E	
Ability to manage and prioritise competing demands, capacity to use supervision effectively	E	
Experience	**Essential**	**Desirable**
Experience of relating to children and adults positively and encouraging participation, involvement, empowerment and achievement.	E	
Ability to assist with practical tasks e.g. contact runs, school runs etc	E	
Experience of completing creative direct work with children	E	
Evidenced experience of integrating the principles of inclusion, equality and diversity into work with children and families	E	
Effective communication skills, written and oral, informal and formal including excellent listening and support skills.	E	
Ability to work as part of a team	E	

Ability to work in partnership with other agencies/professionals	E	
Ability to work on own initiative and to consult where appropriate	E	
Ability to maintain professional boundaries	E	
Understanding and knowledge of child development	E	
Experience of working collaboratively, with professionals to enable effective joint working and positive outcomes for families	E	