MANCHESTER
WOMEN'S
AID

JOB PROFILE

POST:	1st 1000 days Family Worker
SALARY:	£23 868.00 per annum
HOURS:	35 per week
LINE MANAGER	Operational Manager
RESPONSIBLE FOR:	No direct line management
DURATION:	Contract ends 31.03.2022
LOCATION	One of our sites in Manchester

The overall aim of this project is:

The First 1,000 Days Project is a collaborative approach between 3 VCS agencies who have established a service working directly with BAME parents and their children from conception to 2 years old. First Thousand Days is for children and their parents who are or have been affected by domestic abuse. You will work as part of a small team with colleagues in Wai Yin, Manchester Women's Aid, (MWA) and Manchester Young Lives to deliver a range of interventions which will help families and children thrive.

You will be skilled in partnership working, with the ability to apply a whole family approach to protect children and families from harm and improve family functioning. The project assists families to form meaningful friendships and sustainable links within their communities.

Referral routes into the project include MWA's MiDASS project which works within midwifery departments, GP services across the city through MWA's IRIS service, Women from MWA's refuges and MWA's Sahara service. The project will work with families to:

- Develop strong links within communities to help support parents in the project and with partner agencies across the city
- To engage vulnerable BAME families to reduce the domestic abuse related harm so children can grow and develop to reach their full potential.
- To build resilience and promote emotional wellbeing during the first 1,000 days of a child's life.
- To improve parenting knowledge and skills with parents and carers to improve family functioning.

Main duties and responsibilities:

1. To contribute to the development of the innovative First 1,000 days project.
2. To undertake whole family assessments, complete risk assessments and develop innovative care plans that promote positive outcomes for children and families.
3. To effectively manage a complex caseload, prioritising tasks in line with other duties, and work in partnership with other agencies in order to meet the family's needs and to safeguard and protect children and families from harm.
4. To coordinate safety and support plans and interventions for families including introduction to community groups.

5. Through working directly with children and families in a variety of settings in accordance with the whole family approach, to provide opportunities for all family members to explore the impact of domestic abuse. The direct work with children will incorporate using therapeutic play techniques.
6. Ensure that client records are up to date, accurately recorded and input onto MWA's electronic case management and monitoring system
7. To complete written reports, including court reports, and client updates that are appropriate to the audience for which they are written that succinctly present and appraise options and make clear recommendations for action.
8. To provide advocacy, emotional and practical support in relation to family's needs.
9. To apply a range of evidence based approaches within your specialism, to the work of the 1st 1,000 days project.
10. To deliver a range of creative and therapeutic interventions to children and families individually and in a group.
11. To work effectively with other service providers, agencies and specialist services in order to achieve positive outcomes for children and families
12. To develop and deliver training and workshops to a wide ranging audience in line with developments from the 1st 1,000 days project.
13. To follow strict confidentiality and data protection procedures.
14. To attend relevant training courses/conferences in consultation with line managers and provide feedback to colleagues on training courses attended as requested.
15. To maintain contact and share good practice from the project within employing organisation
16. To keep up to date on new legislation/national guidance relevant to the service and on any new developments within the field of working with families.
17. To undertake any other reasonable duties within the scope of the post as specified by their line manager from time to time in consultation with the post holder.
18. It is a duty of the post holder not to act in a prejudicial or discriminatory manner towards service users or employees and to be aware of the companies Equal opportunities policy
19. To promote, monitor and maintain health, safety and security in the working environment

GENERAL:

1. To follow confidentiality procedures as required by PTMWA and statutory legislation
2. To identify own training and development needs and participate in all training courses relevant to PTMWA's commitment to providing high quality services
3. To work at all times with due regard to all the policies and procedures of PTMWA, both operational and non-operational, and participate in their development and amendment where required
4. To support awareness raising and fundraising efforts by contributing to, and participating in, publicity fairs and other events that promote and enable sustainability of PTMWA's services
5. To be mobile and work across all areas of the city as required

MANCHESTER WOMEN'S AID

OTHER:

- This post has been assessed and confirmed as open to women only under the Equality Act 2010, schedule 9, part 1
- This post is subject to an enhanced DBS check which will be carried out immediately on completion of a job offer being made and again every 3 years. Failure to engage in the completion of the relevant DBS application may result in the job offer being withdrawn.

This job description attempts to cover the main duties of the post but is not intended to provide an exhaustive list of tasks. The postholder is therefore expected to undertake any other reasonable duties within the scope of the role as specified by their line manager.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL/ DESIRABLE	ASSESSED
EDUCATION/QUALIFICATION		
Relevant professional qualification, e.g. social Work, Youth Work, NVQ level 3 in Health and Social Care, and/or equivalent experience	**E**	Application form/Interview
EXPERIENCE		
Recent and significant experience of undertaking direct work with vulnerable children/young people and /or engaging families in a 1.1 or group work setting	**E**	Application Form/ Interview
Experience of undertaking comprehensive assessments within a partnership approach	**E**	Application Form/ Interview
Experience of engaging children and families in line with a whole family approach	**E**	Application Form/ Interview
Experience of following safeguarding and child protection policies and procedures	**E**	Application Form/ Interview
KNOWLEDGE AND UNDERSTANDING		
Understanding child development, parenting capacity, environment and risk and protective factors	**E**	Application Form/ Interview
Understanding the impact of domestic abuse and violence has on family members	**E**	Application Form/ Interview
A good knowledge and understanding on the range of evidence based interventions to assist children, young people and parents in facilitating change, improve family functioning, including issues relating to substance misuse	**E**	Application Form/ Interview
A good level of knowledge and understanding of children and family legislation, including national guidance and policy on safeguarding and DV & A	**E**	Application Form/ Interview

MANCHESTER WOMEN'S AID

Awareness of factors impacting on and issues facing vulnerable children and families e.g. Disadvantage, poverty, disability	**E**	Application Form/ Interview
SKILLS AND ABILITIES		
Ability to manage a complex caseload, prioritising tasks	**E**	Application Form/ Interview
The ability to listen and communicate effectively with children and families	**E**	Application form/ Interview
Ability to spot purchase interventions in line with care planning process	**E**	Application Form/ Interview
Ability to assess risk in relation to DV & A and developing care plans and risk management plans	**E**	Application Form/ Interview
Ability to work flexibly and contribute to a developing project and work as part of a team	**E**	Application Form/ Interview
Ability plan, design, deliver and evaluate creative and therapeutic interventions to children, young people and families in a 1.1 group setting	**E**	Application Form/ Interview
Ability to plan, design, deliver and evaluate training and group work to service users and professionals	**E**	Application Form/ Interview
Ability to present reports in a professional, concise and meaningful manner.	**E**	Application Form/ Interview
Ability to work effectively in partnership with colleagues and other agencies to share knowledge, provide advice and training.	**E**	Application Form/ Interview
OTHER		
Commitment to equal opportunities and anti-discriminatory practice.	**E**	Application Form/ Interview
Willingness to undertake training and a commitment to continuous personal development.	**E**	Application Form
Willingness to work flexibly and able to travel to different sites and venues.	**E**	Application Form
Ability to use a computer for the purpose of data entry, case management, written correspondence and presentations		
Mobile to visit and work across the city		

POST HOLDER SIGNATURE:		**DATE:**	
LINE MANAGER SIGNATURE:		**DATE:**	