

Kent County Council

Job Description: *Senior Early Help Worker - Youth Justice*

Directorate	Children, Young People and Education
Unit/Section	Early Help & Preventative Services
Grade	KR9
Responsible to	Youth Justice Unit Leader

Purpose of the Job:

To operate as a Senior Early Help Worker – Youth Justice within a Youth Justice Unit operating across an area of Kent, delivering Youth Justice interventions and targeted support to vulnerable children, young people and their families.

As a member of a multi-agency service, you will work in partnership to undertake assessment of and direct work with complex young people and their families in order to reduce the risk of them offending, in accordance with the agreed intervention plans and in the context of managing their risk of harm to others and vulnerability issues.

Be responsible for the development and delivery of programmes. The post holder will provide management support on behalf of the Youth Justice Unit Leader as appropriate.

Main duties and responsibilities:

- Manage a range of cases with multiple complex needs and adolescent risk factors in accordance with the Youth Justice Board Case Management Guidance. This will include significant inter-agency liaison and multi-agency work, for young people and their families using an adolescent risk and whole family model of intervention. The post holder will be expected to hold cases of a complex nature - known to Specialist Children's Services (SCS) or are assessed as being a high risk of re-offending or serious harm to others, and to be take on a lead responsibility in the Unit for this work.
- Develop, write and oversee both, individually tailored programmes, and intensive programmes for young people identified as requiring a specialist service, ensuring that Restorative Justice principles are embedded throughout.
- Develop write and lead the delivery of effective group work practice to young people and their families, and assisting in the organisation and resourcing of weekly group work programmes across sites delivering a service on 6 days per week.

- Be responsible for the local development and implementation of Intensive
- Supervision and Surveillance and Bail Supervision and Support programmes in line with the County model.
- Complete robust and accurate assessments for young people using a wide variety of tools including Signs of Safety, for both risk and protective factors in order to facilitate and inform all aspects of case work. Write reports for Court that incorporate all relevant information and assessments, including information from partner agencies, and that address all possible sentencing options. Have an ability to write and present Stand Down reports for courts where no in-depth assessment is possible.
- Represent the service in Court and perform all the tasks expected of a Court Officer. This includes preparing paperwork for the Youth Court and the Crown Court, attending as the Youth Justice Service representative and present reports on behalf of colleagues, ensuring that processes and decisions are accurately recorded in accordance with departmental and legislative requirements. This will involve being attentive to the needs of young people and their families at all stages of the Court process, negotiating bail packages and decisions with Magistrates and the CPS
- Work with the Youth Justice Unit Leader and EHPS colleagues to ensure the delivery of excellent, innovative youth justice services in a timely and effective way. Support the Unit Lead in identifying, integrating and implementing excellent evidence-based practice. To represent the Youth Justice Unit leader in partnership meetings as required.
- Lead on and support the further development of the integrated youth justice panel initiative with Kent Police
- Establish rapport and build respectful, honest, challenging and supportive relationships with children, young people and their families including those who may have had little contact with services and may be hard to reach. Communicate effectively with children, young people and their families, ensuring that their views are heard, recorded accurately and, wherever possible, and acted upon using a range of tools.
- Identify targets for improvement in line with business priorities set out in the Youth Justice Plan, EHPS Strategies and Business Plans, designed to achieve excellent outcomes. Tie all work to observable or measurable indicators of success and take action to ensure progress of those indicators.
- Use the service's case management recording system to record all progress and have knowledge and understanding of different KCC databases and case management systems, so that these are used to inform any assessments made or work done and are updated as appropriate. Maintain all records to a high and consistent standard in line with policy.
- Share Information about children and young people with other agencies in order to manage risks to others, to safeguard them and promote their welfare in line with the requirements of all relevant legislation and guidance.

- The post holder will be expected to work flexibly within a specific geographical area and across the 0-25 age range, including evening, weekends and during school holiday periods; this will be co-ordinated by Early Help and Preventative Services Management as required.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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Person Specification: *Senior Early Help Worker – Youth Justice*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	Relevant degree or related Level 5 or equivalent or above professional qualification e.g. Degree in Social Work, Foundation Degree in Youth Justice or Youth Work, Diploma Level 5 in Youth Work, Post Graduate Certificate of Education etc and/or proven experience.
EXPERIENCE	Proven experience within a social care, Youth Justice, Health or Education/Youth Work setting
	Proven experience of case management and assessment frameworks
	Experience of working effectively in partnership within a multiagency environment
	Experience and skilled in using Quality Assurance systems
	Experience of using IT and electronic case management systems
SKILLS AND ABILITIES	Ability to create a rapport and build relationships with children, young people and their families
	Consultative, interpersonal communication and negotiation skills including to deal with complex issues in a sensitive and appropriate way
	Ability to develop creative approaches to resolve complex problems
	Ability to build effective and collaborative working relationships with the local community and partners
	Ability to gather, interpret information and data from a variety of sources
	Ability to coordinate a multi-agency group to provide an effective service to children, young people and their families
	Ability to work to tight deadlines, prioritise workload effectively and ensure case records are kept up to date

	Able to work on own initiative
	Able to travel on a regular basis between sites
KNOWLEDGE	Knowledge of relevant criminal justice and child care legislation. In particular an understanding of how this affects young people in the criminal justice system
	In depth understanding of child and adolescent development and parenting skills
	Youth Justice Effective Practice and theories of working with young people to reduce the risk of re-offending (e.g. desistance theory
	Youth Justice Board National Standards
	Sound knowledge and understanding of safeguarding policies and procedures
	Knowledge of participation methodology
	Knowledge of relevant Inspection frameworks
	Knowledge of diversity and equal opportunities issues in relation to both staff and young people
BEHAVIOURS AND KENT VALUES	Kent Values: Open Invite contribution and challenge Accountability