**“Early Break is a young people and family charity that believes excellence at all points of delivery is a requirement. If you take pride in your work, are hardworking, want to be professionally challenged and are passionate to make a difference in the lives of others then our organisation could well suit you. We have a strong set of values determined by staff which we continuously work towards. It is our shared expectation our staff will be “professionally curious” both in their delivery and ongoing professional development.”**

**Vicky Maloney, CEO**

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| Role Name | Holding Families Plus Worker (Community and Criminal Justice Services) |
| Expectations of an EB worker | You will be a worker who is accountable and responsible within your own practice. You will make use of the strong support network this role offers. You will work at depth and support your colleagues to do the same as opportunities arise. You will be driven to offer an excellent service for all you encounter within the context of the role. You will be committed to ever improving your delivery and you will inspire others through your own success in the role. |
| Key Focus / Role Purpose | To deliver practice addressing the needs of alcohol/drug dependent parents and who are in criminal justice settings.  To develop and implement parenting/family / children models in partnership with various community and prisons stakeholders.  To contribute to monitoring reporting systems to evidence the work.  To work with national and local researchers for project evaluation.  To collate data and write reports.  Ensure sharing of own knowledge and experience across the service.  To support the Senior Management Team at Early Break in developing and expanding whole family/parenting models in line with Business planning.  To understand the theoretical model upon which Early Break is based and work within the person-centered ethos.  To deliver individual support and group work in relation to parenting/family work.  To represent the service at relevant meetings. |
| Role Size | EB Salary Points Range 7 – 11: £26,648 - £29,959. Full time equivalent 37 hours/week. Subject to review. |
| Minimum Qualifications / experience | Relevant professional qualification e.g. social work, teaching, youth & community work, family work, substance use, NVQ level 3. Relevant experience in similar setting. |
| Reports to | Operational Manager |

**Key deliverables for Family worker**

* To develop and implement new parenting/families (Holding Families Plus) model and practice in service and in partnership with named agencies
* To promote and champion best practice in parenting and family work with partner agencies
* Support the family through care and resettlement of parents returning from prison to family /community settings and for the parent on community orders.
* To ensure the Early Help and Safeguarding of vulnerable adults and children within case work is undertaken
* To develop and implement service systems and reporting for new models and review these systems as part of service Clinical Governance framework
* To directly deliver new parenting/family work to a case load
* To provide education/information/training sessions, as appropriate
* To ensure that all necessary administration, recording and reporting is undertaken to specified deadlines including, where necessary the development of such reports
* To work with Senior Managers in developing and reviewing new parenting/family models to future proof the service offer
* To support in ensuring full risk assessments and risk management is delivered effectively

**Along with other Service workers you will, in the course of normal activities:**

* Uphold our excellent service reputation through “living” our agreed service values
* Contribute to a culture of peer-to-peer challenge and support as well as the development of both individual and service “professional curiosity”
* Ensure that Early Break is represented in a professional manner at all times
* Represent the service at relevant meetings, as required and appropriate
* Be a creative force in Early Break by assisting in the development of new ideas and initiatives, where appropriate
* Engage in the Early Break Personal Development Plan framework that sets out training, line management and support network opportunities and the individual worker expectations contextual to the wider service business
* Ensure that all service Policies and Procedures are adhered to and contribute to reviews of Policies and Protocols where required
* Actively contribute to maintaining excellent standards as set out in the Early Break Clinical Governance Framework
* You will be a service “marketeer” delivering on our social media aspirations offering information about Early Break as opportunities arise, referencing the service offer with confidence.
* You will have an ability to offer training/presentation specific to your role
* Engage in the opportunities of ongoing reflective practice within service including Supervision, Buddy offer and Early Break Foundations course
* Undertake Health and Safety responsibilities, as is the case for every Service worker and as designated by the Chief Executive and Line Managers.
* Undertake any additional duties as directed by, and negotiated with, the Senior Management Team

**Key Competencies and Qualities that will feature in your Personal Development Plan**

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| **Competency** | **Criteria** |
| **Personal Impact** | * Recognise the impact of own words, actions and personal presentation on others * Respects and appreciates individual and cultural differences * Acts with integrity and builds trust * Takes time to listen and consider views of others |
| **Commitment to Early Break Values** | * Presents a consistent and positive image of the business both internally and externally * Ensures personal behaviour upholds the image of the business |
| **Flexibility** | * Accepts that a role will be one of continuous change * Keen to develop new approaches in light of changing business circumstances * Accepts that the role is varied * Acts as a change agent to implement and seek acceptance of change |
| **Entrepreneurial Thinking** | * Open minded in considering new opportunities for business development * Challenges the status quo and applies “out of the box” thinking |
| **Self Development** | * Approaches feedback as suggestions for development rather than personal attacks * Develop the skills and insight to become a reflective practitioner in own area of expertise * Identifies new areas for learning and applies learning to improve business performance |
| **Developing Others** | * Helps others to evaluate their own performance through the Early Break consultancy model * Provides reflective and effective feedback to others |
| **Fearless Presence** | * Brave enough to take the lead on an approach even if that means standing alone to do so * Not afraid to voice opinion despite collective opposition * Will take a chance based on calculating the level of risk involved * Will be a challenging supportive voice for the “unheard” – be it client or colleague |