



POULTON ST CHAD'S

CHURCH OF ENGLAND PRIMARY SCHOOL



Post: Family Support Worker

Reporting to: Headteacher or other designated senior member of staff

Required from: 20.02.2023 or sooner

Weekly hours of work: 27.5

Salary: Grade 6 Scale Point 11 - £24,054 (pro rata)

Closing Date: 02/02/2023

Proposed Interview Date: 07/02/2023

Job Purpose:

The successful candidate will maintain positive engagement with family members throughout the duration of interventions. They will have responsibility for planning their work and choosing suitable evidence based methodologies for responding to identified needs which achieve positive results. They will be able to use judgment to re-shape their responses to deal with new emerging needs and unforeseen issues, seeking guidance from senior colleagues and making practical decisions within closely defined policies and procedural guidance. The successful candidate will also be expected to work with children on a 1:1 or small group basis, and meet with parents to discuss issues and provide support. There will also be some time required over holidays to check-in with parents. This time will not be fixed – it can be arranged on an ad-hoc basis, and some of this work can be carried out from home.

We must stress that this position involves working closely with a dog so the candidate must be a lover of dogs.

Responsibilities / Duties:

- Undertake support activities to respond to the unmet needs of families. Including undertaking early help assessments, developing smart action plans and delivering evidence based direct work interventions, to improve outcomes for children, young people and their families, working alongside other key partner agencies.
- Respect the confidentiality of children, young people and their families and ensure parents/carers understand when there is need to share information with others.
- Demonstrate consistently high standards of practice that put the needs of children at the forefront of all activity.
- Record their interventions and direct work with service users in a comprehensive, accurate and judgement free manner, applying suitable analysis to justify their defined course of actions.



- Work independently in response to the needs of families, and seeking guidance and support when unsure, and/or to improve the quality of their interventions.
- Identify opportunities for improving day to day procedures and processes, and discuss these with the Headteacher.
- Operating in accordance with school policy, procedures and relevant standards.
- Maintain accurate records, presenting and accounting for their work with children, young people and families as required, in term of quality assurance, audit and inspection processes
- Support the development of partnerships and regularly communicate with other agencies and service providers to share information, build working relationship and to ensure joined up service provision for families in relation to early help service delivery and ensure that children and families receive the best possible service at the right time.
- Monitor, review and evaluate their own performance, taking appropriate corrective action as necessary.
- Flexible application of working hours to respond to periodic service needs to work outside of the school day in response to the needs of families

If you would like an informal chat with Mrs Shrewsbury regarding this vacancy, or to arrange a show around of St Chad's please contact Miss Brooks our school Bursar on 01253 883639 or email bursar@poultonstchadsce.lancs.sch.uk

If you would like to apply for this post, please complete the non-teaching application form, from the school website and send it to s.shrewsbury@poultonstchadsce.lancs.sch.uk