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Job and Person Profile

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| **Job title** | Youth Justice Service Practitioner |
| **Job Reference** | 9187 |
| **Grade and Salary** | 5 – £30,151 to £36,298 pro rata for part time  This role includes performance related pay progression |
| **Directorate** | Children and Young People’s Services (CYP) |
| **Service area** | Youth Justice Service (YJS) |
| **Team** | South and West |
| **Location** | West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU, Riverside, Lowestoft NR33 0EQ |
| **Hours per week** | 37 |
| **Status** | **Permanent and Fixed Term available** |
| This role offers the following flexible working options | * *Working part time hours (eg different hours/days to those advertised)* * *Job sharing* * *Working compressed hours (eg a nine-day fortnight)* * *Use of flexitime / time off in lieu* * *Working from home (including hybrid home & office working)* * *Working from different Council buildings* * *Working adjusted core hours (eg starting later and finishing later or other patterns)*   All flexible working preferences will be considered alongside the individual demands and nature of the role. |

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| **Organisational Context** |

The responsibility of the Children and Young People’s Directorate (CYP) is to ensure the safety, well-being and learning of children and young people. To do so we need to “make every intervention count” to create impact and bring about sustainable change for children, young people and their families where need is identified. We are determined to continuously improve our services by working in partnership to ensure that our work is high quality and effective.

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| **Main purpose of the job** |

To act as a catalyst for change working directly alongside children, young people and their families.

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| **Typical responsibilities of a role at this level** |

**Communicating and engaging with children, young people and their families, with colleagues and with communities.**

* Work directly with children, young people and families using the Suffolk Signs of Safety and Wellbeing framework.
* Where required by the role, to act as Lead Professional for named families, being the key contact with the family and liaising with other professionals to provide a joined up response.

**Assessment, Planning and Review**

* Use Suffolk signs of safety principles, disciplines and tools.
* Where required, to participate in CAF, multi-agency assessment, Statutory Assessment and other relevant assessment processes.

**Effective Practice**

* To work alongside children, young people, parents and families where there are early signs of social, emotional, health or behavioural issues to bring about sustainable improvement.
* Where required by role, take responsibility for managing cases and holding appropriate levels of risk, overseeing the input of support workers where involved.
* Work within the service guidelines, statutory guidance and legal frameworks.
* To respond to needs identified with the family by identifying and delivering evidence-based interventions as required.
* To work with families with complex problems where statutory intervention is required under the guidance of senior Social Worker, Lead Professional or Health Colleagues as appropriate.
* Engage in individual and group supervision with managers and practice leads.
* Where the role requires, to mentor and/or supervise junior colleagues or students and facilitate individual and group supervision with team members.

**Reporting and Accurate Recording**

* To maintain up to date records and data using electronic devices and systems as directed and to provide reports as required.
* To contribute to ensuring successful completion of Quality Assurance processes within team.

**Information, Advice and Signposting**

* To provide information and signposting for children, young people and families to relevant universal and specialist services in the local area and beyond where appropriate.

**Multi-Agency and Partnership Working**

* Actively build relationships and networks with other professional groups and services in the locality.

**Managing Risk and Safeguarding**

* To identify risk and safeguarding concerns and escalate immediately where appropriate.
* To undertake other tasks allocated by manager or senior colleagues, in keeping with the responsibilities of the grade:
  + Work in accordance with the Council’s statutory responsibilities, policies and service procedures and comply with equality and diversity policies, procedures and legislation.
  + Maintaining customer confidentiality in accordance with the Data Protection Act and SCC guidance.
  + Participate in performance appraisal and consultation with team managers as required.
  + Having regard to best value principles as part of daily practice.
  + Participating in training and development opportunities, in order to improve personal knowledge, skills and effectiveness.
  + To transport children and young people where required by job role.
  + To work in the homes of children and families and in a variety of other settings.

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| **Autonomy** |

The practitioner will:

* Be expected to use their experience, knowledge and skills in every engagement with children, young people and families to determine the level of intervention required.
* Where required by role, take responsibility for managing cases and holding risk.
* Offer face to face, telephone and written support and information as appropriate to role.
* Be responsible for keeping accurate and timely records of work with children, young people and families and writing relevant reports using electronic or other systems as directed.
* Be responsible for recognising and appropriately responding to safeguarding and risk issues.
* Have access to a line manager for decisions that fall outside their delegated responsibilities.
* Be required to organise their own workload.
* Identify problems, resolve where appropriate and escalate to senior colleagues.

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| **About the team** |

The Suffolk Youth Justice Service (SYJS) works with children, young people who are in, or on the edge of the Youth Justice System. The service also works with parents and carers and the victims of youth crime. SYJS is a multi-agency partnership hosted by Suffolk County Council. The aim is to prevent offending by children and young people and protect the public from the harm caused by their offending. At the same time the service works to ensure the safety and wellbeing of these children and young people and to enhance their life aspirations and opportunities.

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| **What you will be expected to deliver in the role** |

* Offer a range of services to young people and their carers including structured intervention programmes, based on effective practice principles that aim to prevent offending and anti-social behaviour and manage the risk of harm young people present to themselves and others.
* Delivering Restorative Justice interventions, which will include working with victims of youth offending.
* Attending Youth Courts and providing court duty cover for Saturdays and Bank Holidays (when trained and as required).
* The service operates 7 days a week, including evenings until 9pm, including home visiting to meet national standards and legislative requirements.
* If you do not already hold the Youth Justice Effective Practice Certificate (YJEPC) or the Professional Certificate in Effective Practice (including YJEPC Desistance Top-Up), you will be expected to work towards the YJEPC qualification as part of your employment. This will be fully funded by Suffolk County Council.

Although this list provides examples of what you will be doing it’s not intended to be exhaustive and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

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| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Suitable qualification at graduate level or equivalent experience in a relevant area of work.
2. Evidence of continuing professional development.

**Values and personal qualities**

1. Demonstrates personal values and behaviours aligned to our corporate [WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/) values.
2. Passionate about making a positive difference for Suffolk.
3. Committed to listening to children and families and to working collaboratively with them to address concerns.
4. Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.

**Specialist knowledge skills and experience**

1. Ability to use initiative within boundaries of the role.
2. Demonstrates knowledge of Signs of Safety and a broad practical understanding of and skills in using solution focused approaches of intervention.
3. Ability to effectively apply solution focused approaches to deliver successful outcomes.
4. Ability to clarify risks and concerns and focus on solutions to create a climate in which change can happen.
5. Knowledge of relevant legislation, regulations and guidance as appropriate to role
6. Ability to recognise and act on Child Protection and risk issues and escalate as appropriate.
7. Demonstrating knowledge and application of the early intervention and preventative agenda.
8. Knowledge of associated agencies and their working practices and roles.
9. Ability to use a range of assessment frameworks
10. In depth knowledge of the social and emotional factors that affect a child’s capacity to learn and develop.
11. Understanding the diverse range of needs of clients and backgrounds.
12. Well-developed interpersonal and communication skills in order to:
13. Engage effectively with a range of audiences including professional stakeholders.
14. Negotiate, influence and mediate to achieve positive outcomes and support and motivate children, young people and families.
15. Effectively manage challenging or sensitive situations and provide appropriate advice and facilitation to de-escalate.
16. Proven ability to make constructive contribution to meetings and negotiate with a range of stakeholders, settings and contexts.
17. Sensitivity to disability, sexuality, gender and ethnicity issues.
18. Ability to keep accurate and timely records and compile reports in a variety of formats, using appropriate IT.
19. Demonstrates awareness of the importance of using plain language and the ability to do so.
20. Relevant experience of working directly with children, young people and their families, as relevant to the specific client groups.
21. Experience of collaborative work with families.
22. Evidence of using solution focused approaches in practice.
23. Experience of working with children and families where there have been safeguarding concerns
24. Experience of assessment and / or observation of the developmental needs of children
25. Proven commitment to finding solutions, planning and developing interventions with families, using an evidence-based approach.
26. Mentor/supervise junior staff and students as required.
27. Ability to integrate information gained from policy documents and research into service delivery. (Desirable)
28. Ability to learn new IT applications as appropriate to role. (Desirable)
29. Experience of using Suffolk Signs of Safety and Wellbeing principles, disciplines and tools. (Desirable)
30. Experience of group work. (Desirable)
31. Experience of working alongside parents who may have mental health, learning or physical disability or sensory impairment. (Desirable)
32. Experience of working with a range of agencies and communities. (Desirable)

**Additional requirements**

*(These are required for this role, but it is not necessary to demonstrate in your application)*

1. To work in a variety of locations and client’s homes, including rural areas if required by the post.
2. A DBS check will be undertaken for the successful candidate.
3. High level of organisational skills and the ability to plan ahead, prioritise work and meet deadlines.
4. Willingness to undertake training as required to update knowledge and skills.
5. Evidence of successfully working alone as well as part of a team.
6. Ability to undertake out of hours working if required.

**Travel requirements**

This organisation positively encourages the use of technology to communicate and engage, but in this role you will need to operate across a wide and rural area, so you must either hold a full and current driving licence and have access to personal transport or meet the mobility requirements of the role through other reasonable and suitable means.



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

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| **W** | **Wellbeing** – Looking after yourself and each other #oneteam |
| **E** | **Equality** – Respecting, valuing, embracing, and celebrating everyone’s unique differences |
| **A** | **Achieve** – We are the best we can be |
| **S** | **Support** – We work as one team |
| **P** | **Pride** – We are passionate about making a positive difference to the people and place of Suffolk |
| **I** | **Innovate** – We believe that every penny counts and every minute matters |
| **R** | **Respect** – We give and earn respect |
| **E** | **Empower** – We empower, encourage, and motivate |

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our ASPIRE values.

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| **Guaranteed Interview Schemes** | If you are a care leaver or have a recognised disability, please tell us on your application form and we offer a guaranteed interview for those who meet the essential criteria from the role. |
| **Reasonable Adjustments** | If you have a disability or long-term illness that may prevent you from meeting any of the essential criteria, please contact us to discuss whether a reasonable adjustment can be made.  **Tel: 03456 053 000 Email:** [**recruitment@suffolk.gov.uk**](mailto:recruitment@suffolk.gov.uk) |

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| We offer a fantastic working environment including diverse and active staff networks,  great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents. Visit the [**Suffolk County Council career website**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) to learn more. |

