

**Bryson Care Children's Service**  
**Job Description**

**JOB TITLE:** FAMILY SUPPORT WORKER

**RESPONSIBLE TO:** FAMILY SUPPORT MANAGER

**LOCATION:** BELFAST

**MAIN TASK:**

Bryson Care Children's Service aims to provide a customer focused service to Tier 3 families, children & young people 0-18 years under stress, offering practical and emotional support to enable families to manage their daily lives with increased confidence and independence. (Tier 3 – Northern Ireland Family Support Model)

**SPECIFIC TASKS:**

- To develop a caring relationship within the family
- To improve parenting skills by example and to encourage parents to care for and play with their children
- To educate parents in relation to managing children's behaviour, teaching to cook a meal or setting routines e.g. homework, bedtime & morning
- To help with budgeting and shopping as a means of educating
- To discuss any difficulties which, may impact on family life, and offer appropriate guidance
- To work towards building self-esteem and confidence within the family
- To encourage health care and if necessary improvement in hygiene within the family
- To help the family to enlarge social contacts, keep appointments etc, thereby decreasing social isolation
- To attend referral / review meetings and case conferences and any other multidisciplinary meetings
- To liaise with professionals and other multidisciplinary agencies
- To assist in setting goals for each family in partnership with the family and the referrer i.e Social Worker

- To prepare for and participate in formal supervision
- To prepare for and participate in team meetings and work effectively as part of a team
- To keep clear, concise and factual records on each family and provide written reports when required
- To partake in all Bryson Care Children's Services Quality Initiatives, (CSE, EFQM & IIP)
- To assist if required with Bryson Charitable Group fundraising activities

There are a number of standard duties and responsibilities that all employees irrespective of their role and level of seniority within Bryson Charitable Group are expected to be familiar with and adhere to:

- To participate in all relevant training when required
- To prepare for and participate in Annual Performance Reviews
- To observe all relevant Health & Safety rules and regulations
- To carry out any other relevant tasks, which may from time-to-time, be required
- To promote and comply with Bryson Charitable Group policies on diversity and equality both in the delivery of services and treatment of others
- To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity and in accordance with the provisions of the Data Protection Act and amendments
- To comply with Bryson Charitable Group protocols on the appropriate use of telephone, e-mail and internet facilities
- To comply with the principles of risk management in relation to individual and corporate responsibilities
- To observe and adhere to all Bryson Charitable Group's Policies & Procedures

This job description is a broad picture of the post at the date of preparation. It is not exhaustive and as such, the post holder will be expected to be flexible. It is recognised that jobs change and evolve over time and any necessary changes will be discussed with the post holder.

**TERMS AND CONDITIONS:**

<b>Length of Contract:</b>	Permanent
<b>Salary:</b>	£8.50
<b>Hours:</b>	25hrs
<b>Holidays:</b>	12 statutory days (pro rata) 20 Annual days (pro rata)
<b>Probationary Period:</b>	6 months
<b>Notice:</b>	1 month (in writing)

**“This post constitutes ‘regulated activity’ under the Safeguarding Vulnerable Groups (NI) Order 2007, as amended by the Protection of Freedoms Act 2012 and as such, an individual barred from working with children and young people by the Disclosure and Barring Service, is prohibited by law from applying for the post”**

**BRYSON CHARITABLE GROUP SICK PAY SCHEME APPLIES**

**BRYSON CHARITABLE GROUP PENSION SCHEME APPLIES**

**BRYSON CHARITABLE GROUP OPERATES A NO SMOKING POLICY - WE THANK YOU FOR NOT SMOKING DURING WORKING HOURS**

**ALL BRYSON CHARITABLE GROUP EMPLOYEES ARE REQUIRED TO RESPECT AN INDIVIDUALS RIGHT TO PRIVACY, DIGNITY, CHOICE AND INDEPENDENCE**

**ALL SOCIAL CARE STAFF WILL BE REQUIRED TO REGISTER WITH THE NORTHERN IRELAND SOCIAL CARE COUNCIL AT THE APPROPRIATE TIME.**

**ALL BRYSON CARE CHILDREN’S SERVICES STAFF ARE REQUIRED TO COMPLY WITH AN ACCESS NI CHECK PRIOR TO COMMENCING EMPLOYMENT WITH BRYSON CHARITABLE GROUP**

**N.B. The appointed applicant must pay the ACCESS NI fee of £33.00 which will be reimbursed on successful completion of the probation period (6 month).**

**BRYSON CARE CHILDREN'S SERVICE****PERSONAL SPECIFICATION**

<b>Criteria</b>		<b>Essential</b>	<b>Desirable</b>	<b>To be tested</b>
Qualifications	Minimum of QCF Level 3 Child Care qualification or: <ul style="list-style-type: none"> <li>• Diploma in Health &amp; Social Care Level 3 Children &amp; Young People</li> <li>• NVQ Level 3 Children's Care, Learning &amp; Development</li> <li>• CACHE Level 3 Diploma in Child Care &amp; Education (VRQ)</li> <li>• CACHE Level 3 Extended Diploma in Child Care &amp; Education (Wales and NI)</li> <li>• BTEC Higher National Diploma in Childcare Studies</li> <li>• BTEC National Diploma in Childcare Studies</li> <li>• Degree in Social Work</li> </ul>	√		On Application form
Experience	Minimum of 1 years paid employment working with children or families	√		On Application Form
Education	5 GCSE's at grade C and above including English Language	√		On Application Form
Knowledge	Demonstrate your insight into the needs of families under stress.	√		At Interview
	Knowledge and skills regarding the practicalities of family life and coping with family problems	√		At Interview
	1 years experience recording and reporting on work done	√		On Application Form
Skills & Aptitudes	Skills – e.g. Communication, Organisational, Observation, Report writing, File recording.	√		At Interview
	Ability to maintain confidentiality and a sensitive approach to people in need	√		At Interview
	Ability to communicate, liaise and co-operate with professionals	√		At Interview
Personal Qualities	Clean drivers licence and access to transport	√		On Application Form

Mission & Values	Candidates must respect the Vision, Mission & Core Values of Bryson Charitable Group	√		
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