# SOUTH BELFAST



APPLICATION FOR APPOINTMENT

AS

**Parent and Infant Support Worker**

**Name of Applicant** ………………………………………….

(in block capitals)

ADDRESS ……………………………………………..

………………………………………………………………………….

Telephone Number for Contact: ………………………………………

Email address for Contact: ……………………………………………

This form should be returned to: -

**South Belfast Sure Start**

**9 Lower Crescent**

**Belfast**

**BT7 1NR**

**kathleen@surestartsb.org**

## No later than 4pm on Wednesday 21st August 2024

**Application Forms received after the above time and date will not be considered. Please do not submit CV’s as they will not be considered.**

**If shortlisted, interviews will take place on Thursday 5th September 2024**

**SOUTH BELFAST SURE START IS AN EQUAL OPPORTUNITIES EMPLOYER AND WELCOMES APPLICATIONS FROM ALL SECTIONS OF THE COMMUNITY INCLUDING MEN AND WOMEN**

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| **For administrative use only**Date received……………………………………..Time received …………………………..Received by ……………………………. |

***Please complete all sections of this form using black ink or typescript***

**Education after 11 years of age**

|  |  |
| --- | --- |
| **Subjects and grade at ‘O’ Level/GCSE or equivalent** | **Subjects and grade at ‘A’ Level/GCSE or equivalent** |

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| **Degrees, diplomas, certificates and institutions attended**  |

**Professional Qualification/s obtained (including NVQ, NNEB etc.)**

|  |  |
| --- | --- |
| **Title of Qualification/s** | **Date/s awarded** |
|  |  |

**Education or Professional Studies in Progress**

|  |  |
| --- | --- |
| **Nature of Course** | **Duration of Studies/Expected Completion Dates** |
|  |  |

**Details of present or last Employment (if any) and position held**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and Address of present employer** **(or last employer)** | **Commencing and Finishing Dates** **(or period of** **notice required)** |  **Name of Post**  | **Salary Scale** | **Main Duties of Post** |
|  |  |  |  |  |

**Other Relevant Work Experience**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and Address of Employer/s** | **Commencing and Finishing Dates** | **Name of Post/s** | **Brief Description of Duties** |
|  |  |  |  |

**Having read the personnel specification, please demonstrate how you meet all the criteria listed in it (beginning with the essential criteria) drawing on all your experience, whether in paid or voluntary work, which you believe is relevant to this post together with any other relevant information in support of your application. The Selection Panel will not make assumptions from the title of applicant’s previous post/s or the nature of the employing organisation/s as to the experience gained. Short listing for the post will be undertaken using only the information you have provided under each criteria.**

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**(Please continue on a separate sheet if necessary)**

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| Vetting and Barring Scheme |
| As South Belfast Sure Start is a children’s organisation, if you are successful for this position, you may be required to be vetted through Access NI and a Disclosure of any criminal records sought. A criminal record will not necessarily be a bar to obtaining a position (please see enclosed policies on Vetting and Barring and the Recruitment of Ex-Offenders).Is there any reason why you cannot work with vulnerable adults or children?

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YES NO

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| Referees |
| All offers of employment are subject to receipt of two satisfactory written references, one of whom should be your current and/or most recent employer/s. If you have not been employed before you can provide references from any voluntary work, training provider or character references from people who are not relatives.1. Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_1. Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_These referees may be approached if you are shortlisted for interview, unless you specify otherwise. |

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| **Disability****If your disability precludes you from completing this form or from any part of the selection process contact the Sure Start office for alternative arrangements and/or reasonable adjustments to be made. For example, please contact us if you need this application form in another format or in LARGER PRINT.** |

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| **Are you eligible to work in the UK: YES NO****You will be required to provide documentation to support this claim (under Section 8 of the Asylum and Immigration Act 1996) if offered this post.** |

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| **Declaration:** I declare that the above information set forth in this application is, to the best of my knowledge, true and complete. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Signature of Applicant Date**Please note that for emailed submissions a typed signature will be accepted as a declaration that the information set forth in the application is, to the best of the applicant’s knowledge, true and complete. |

**SOUTH BELFAST**



**JOB DESCRIPTION**

**POST:** Parent and Infant Support Worker

**SALARY:** £23,259

**HOURS OF WORK:** 30 hours

**REPORTS TO:** Family Support Coordinator

**LOCATION:** Based at 9 Lower Crescent, Belfast, BT71NR (the Parent & Infant Support Worker will be expected to deliver services throughout South Belfast).

**JOB DESCRIPTION**

The Parent and Infant Support Worker will work in partnership with colleagues in South Belfast Sure Start to meet the needs of local families and babies. Specifically, the worker will support expectant parents and new mothers and their partners, in forming and strengthening attachment relationships and the care of the infant.

**Main Tasks and Responsibilities**

* To support and promote positive birth, normality, and breastfeeding or responsive feeding, through 1:1 and group work with women and their partners.
* To work in a way which values parents, responds to their expressed needs, and encourages participation and empowerment.
* To provide practical and emotional support to families.
* To support parents with the bonding and attachment experience, whilst promoting nurturing care of the infant.

**Job Activities**

1. To develop appropriate support in response to the needs of antenatal and / or postnatal families and assist in the co-ordination of the provision of these services.
2. To deliver information to parents relating to pregnancy, birth, infant feeding, and early parenting in appropriate ways and in response to need.
3. To deliver home based interventions promoting healthy relationships and positive infant mental health.
4. To maintain links with the wider maternity services and Health Visiting and signpost appropriately.
5. To work with other members of the Sure Start team to achieve the Sure Start aims and objectives and support parents with new babies to engage with Sure Start services in their local communities.

1. To implement existing examples of good-practice approaches to promoting parent-child attachment.
2. To work in a confidential and professional manner that ensures that the infant’s welfare and safety is of paramount importance.
3. To support parents, including newcomer and refugee families in building links with other community-based services.
4. To liaise with a range of statutory, voluntary and community organisations.
5. To attend supervision sessions and training as required.
6. To contribute to the ongoing monitoring and evaluation of service provision in relation to meeting needs and achieving outcomes.
7. To maintain records and administration to Sure Start’s standards including computerised records.
8. To comply with South Belfast Sure Start’s policies and procedures.
9. Any other duties as reasonably required by the co-ordinator.

**South Belfast**



**PERSONNEL SPECIFICATION**

Parent & Infant Worker

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|  | ESSENTIAL | DESIRABLE |
| **Experience/ Attainments** | * 4 years paid experience working with families/parents/children, 1 of which to include perinatal support.
* Minimum of level 3 QCF or equivalent in a relevant subject area such as Health & Social Care or Early Years.
* Experience of facilitating and supporting perinatal groups and developing programmes to respond to need.
* Experience of carrying out home visits.
* Experience of working to, and understanding of, a child protection policy.
 | * A third level qualification in a relevant field e.g.Early Years Care and Education, Child Development, Education, Health and Social Care, nursing, Counselling,
* Qualification/training in Infant Mental Health
* Qualified Antenatal Teacher, Breastfeeding Counsellor, Doula or Lactation Consultant.
* Training and facilitation of some or all of the following: Hypnobirthing, The Real Birth Programme, Solihull Antenatal / Postnatal Parenting Programmes, Aqua Natal Yoga.
* Other relevant training.
* Experience of promoting normality in pregnancy and birth
* Experience of supporting women with breastfeeding and UNICEF Infant Feeding Training
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| **Knowledge** | * An excellent level of understanding of the support needs of families and the issues, which may confront them.
* A good understanding of infant mental health, parent and infant attachment & child development.
* A good level of understanding of how communities’ function.
* Knowledge of family and child, including antenatal services in the community, voluntary and statutory sectors.
 | * Knowledge of Sure Start ethos and principles.
* Knowledge and/or experience of the ‘Outcomes Star’ tool.
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| **Abilities- both aptitudes and skills** | * A high level of communication skills and an ability to communicate with people of all ages and at all levels.
* A high level of organisational and time management skills and an ability to prioritise.
* Ability to demonstrate an understanding of the issues facing parents and their children in the Sure Start areas.
* An ability to manage confidential information.
* An ability to work effectively in groups.
* Functional IT skills
 | * EDCL or equivalent qualification
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| **Personal Qualities- Characteristics/ Attitudes** | * A flexible approach
* A mature outlook
* An interest in physical & mental health issues
* Understanding of, and commitment to equality and inclusive working practices
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| **Circumstances/ Health** | * Willingness to undertake flexible working patterns/rota and to work unsocial hours when required.
* Ability to demonstrate mobility to access parents and children in their own homes.
 |  |