



NIACRO JOB DESCRIPTION

JOB TITLE: Early Intervention Support Worker
RESPONSIBLE TO: Senior Practitioner
REF: PW/C&F/09/24

The Organisation

NIACRO is a voluntary organisation working to reduce crime and its impact on people and communities. Our vision is of a society in which the needs and rights of all, including victims of crime, adults and children who offend and those who are at risk of offending, are equally respected. This drives our work with:

- Children and young people who are experiencing difficulties and / or who may be perceived to be vulnerable to offending;
- Families affected by imprisonment; and
- Adults in prison and in the community who have offended / are perceived to be vulnerable to offending or impacted by crime.

We currently have a staff complement of 140 staff, and 30 volunteers.

NIACRO are accredited Investors In People organisation, at Gold Level. We also hold Investing In Volunteering and Investing in Children Awards and Cyber Essentials Plus.

The Post

The Public Health Agency (PHA) - Early Intervention Support Service (EISS) Offering children, young people and families support at the earliest point of need, working with young people aged 0-18 years and their families we offer 8-12 sessions to families to reduce the need for longer term interventions. (EISS) seeks to support families to improve the chances of positive outcomes for children, young people and the family.

The postholder will provide practical home and community-based supports to include basic household activities, family management support, mentoring, behavioural approaches, routines and boundaries. The postholder will provide outcomes-based interventions for families for up to 12 weeks.



Remuneration and Benefits

- Salary: Grade 4 (£29,777 starting salary) FTE (Niacro currently follow NJC Scales)
- Hours: 35 hours per week (*some flexibility of hours including evening and weekend work on occasion*)
- Location: Belfast
- Duration: September 2027 (with possible extension subject to funding)
Annual Leave: 25 days per annum plus statutory holidays increasing to 28 days after 5 years' service up to a maximum of 30 days leave per year
- Trade Union: Employees are encouraged to join the Trade Union recognised for the purpose of collective bargaining, which is the Northern Ireland Public Service Alliance (NIPSA).
- Pension: NIACRO operates a Contributory Group Personal Pension Scheme with up to a 9% employer contribution when matched by an employee's 8% contribution.
- Travel: Appropriate travel allowance is paid for mileage undertaken in connection with work.
- Access NI: This post requires a check to be carried out under the requirements of ACCESS NI enhanced disclosure. This full criminal records check will show spent and unspent convictions, cautions, cases pending or any other relevant information.
- Training: NIACRO is committed to the continuous development of all its employees. The post holder will participate in all relevant training and development initiatives that are identified as required by the Line Manager.

See Statement of non-discrimination below for more information.

Duties & Responsibilities

1. To work with families on a one-to-one basis using a variety of interventions to identify needs and achieve positive outcomes.
2. Work in partnership with parents/carers to empower them to achieve better outcomes for their children.
3. Complete initial assessments of family's needs using a strengths-based approach to identify and plan the support required.
4. Mentor and motivate families to understand the benefit of relevant activities.
5. Manage own workload, administration and diary commitments, maintain records, including reports of all interactions.



6. To work in partnership with other service providers and a range of stakeholders to provide an effective service for children and young people.
7. Maintain knowledge of local service provision for appropriate sign posting and referrals.
8. Implement appropriate methods of assessment and action plan for each individual family.
9. Promote and represent the project within the communities it serves.
10. Ensure the efficient and effective use of project resources.
11. Report directly to the EISS senior practitioner, exchanging information in relation to practice and safeguarding, and ensure all necessary reports are made available within appropriate timescales.
12. Keep up to date with and adhere to current relevant legislation (including Confidentiality, Safeguarding, Equality, Diversity and Inclusion), and appropriate regional strategies which underpin/inform early intervention, including NIACRO's policies.
13. Use a range of applications and databases, to contribute to demonstrating outcomes and impact, along with fulfilling general administrative duties.

The postholders will, from time to time, be required to undertake any other reasonable duties which may be requested by the line manager including co-working with relevant projects; they will be required to be flexible and where appropriate provide cover during periods of staff absences to ensure continuous service delivery.

TRAINING

NIACRO is committed to the continuous development of all its employees. The postholders will participate in all relevant training and development initiatives and policy framework including GDPR and Confidentiality that are identified as required by the line manager.

The postholders will attend in-house and external training sessions, conference, and seminars to maintain knowledge and skills.



Person Specification

Essential Criteria

- A certificate level qualification in a relevant discipline (minimum NVQ level 3 or equivalent). For example, Health & Social Care, Working with Offending Behaviour, Youth and Community.
<https://www.nidirect.gov.uk/articles/qualifications-what-different-levels-mean#toc-1>
- At least two years of post-qualification experience working in a multi-disciplinary team providing services to families.

OR

- At least five years' experience working in a multi-disciplinary team providing services to families and children between 0-18 years in a home or community setting.

AND

- Good interpersonal, communication and listening skills.
- Experience of interagency working and working as part of a multidisciplinary team.
- Ability to work in partnership with parents and children.
- Ability to act as an advocate for children; this includes both children engaged directly with services and their siblings.
- The ability to maintain accurate and concise case note records.
- Understanding of and ability to apply safeguarding and child protection procedures.
- Proficient in Microsoft Office applications including Word, Excel Outlook and databases.
- Hold a valid driving licence and access to a car to carry out the duties of the post.
(Consideration will be given to candidates, who because of a disability, cannot hold a driving license but can access transport that enables them to fulfil the duties of the post).

Desirable Criteria

- Knowledge of evidence informed approaches to working with children and families e.g., the Solihull Approach.
- 3rd Level qualification in a relevant discipline (e.g. social work, education, childcare)

NB: To secure an interview all the essential criteria must be clearly demonstrated. If required, desirable criteria may be applied when shortlisting.

Closing date for applications: 17 September 2024 at 12pm

Please note interviews will take place on 24th/25th September afternoons



Statement of non-discrimination

NIACRO is committed to equality of opportunity for all applicants including those with criminal convictions. Information about criminal convictions is requested to assist the selection process and will be taken into account only when the conviction is considered relevant to the role". Any disclosure will be considered in the context of the job description, the nature of the offence and the responsibility for the care of others.

Further information on Access NI and a copy of NIACRO's Handling and Assessing Criminal Convictions Policy can be accessed [here](#). If you need to discuss this further, please contact us on 02890320157.

NIACRO is an Equal Opportunities Employer