

Job Description

For Social Care Positions

This form is used to provide a complete description of the specific job (or role) and defines the skills, knowledge and abilities required to undertake the specific and generic role profile.

Section A: Specific Role Profile

The specific role profile provides key information relating to the salary and working conditions e.g. location of a job, along with the current focus of the job role and a brief description of the main duties.

Role Details

Job Title:	Caring Dads Programme Facilitator	JEID	L0470
Salary Grade:	J - £36, 563 - £39, 152 (actual salary £18, 281 - £19, 576)		
Working Hours	Part time; 18.5 hours a week, including evening work		
Team:	Domestic Abuse Specialist Team (DAST)		
Service Area:	Families First		
Primary Location:	Countywide		
Political Restriction	This position is not politically restricted.		
Responsible to:	Team Manager		
Responsible for:	N/A		

Role Purpose

To work within the DAST to:

- Provide group work and 1:1 intervention working with fathers and step-fathers across Warwickshire to improve outcomes for children, young people and families.
- To be trained in the delivery of the Caring Dads Programme and deliver group interventions.
- To work with fathers and step-fathers on a 1:1 basis
- Work collaboratively with internal and external stakeholders to achieve successful outcomes.

Role Responsibilities

- To work within the DAST
 - To facilitate and deliver groupwork programmes and 1:1 intervention to fathers/step-fathers.
 - Communicate with colleagues in Family Help Teams to ensure fathers and step-fathers receive support at the appropriate level of intervention to improve outcomes for children and families.
 - To work with people who have exhibited domestic abuse.
 - To work with fathers/step-fathers who have been neglectful in their parenting.
 - Develop resources to support intervention delivery.
 - Attendance at meetings, including Child Protection conferences, core groups, Family Help meetings, strategy meetings etc.
-
- Support a case load of assigned families, including those involving vulnerable people with complex problems.
 - Preparation of reports for Court, if requested.
 - Works collaboratively with individuals, families, carers, communities, colleagues and other agencies.
 - Provide support to a social work service, to a high professional standard, for individuals, families and groups in an anti-discriminatory manner.
 - Ensures that all recording of activity is carried out in accordance with policy and procedures.
 - To undertake any other reasonable duties when required.

Section B: Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job.

Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

Essential Criteria

Assessed By:

Relevant professional qualification deemed appropriate by the council such as Probation, Teaching, Counselling, Guidance Professional or Social Work qualification, level 4 or above.	A, I, D
The ability to work with individuals in a relational way demonstrating pro-social values and attitudes	A, I
Experience of delivering group work and interventions facilitating learning with adults using motivational interviewing approaches.	A, I, P
The ability to independently interpret and analyze varied and complex information or situations and to produce solutions.	A, I
The ability to identify and respond to needs of clients using enabling approaches whenever possible.	A, I
The ability to undertake assessment of participation and to compile good quality reports and case notes.	A, I
The ability to act on behalf of the Council as an advocate in a formal setting	A, I
The ability to be available to undertake group intervention delivery work in the evenings	A, I
The ability to develop resources and deliver 1:1 and group interventions online, where appropriate	A, I
The ability to organize own workload including working under pressure to meet deadlines; dealing with conflicting demands and interruptions.	A, I
The ability to use initiative to respond independently to difficult problems and unexpected situations deciding on the best course of action	A, I
Ability to communicate fluently, verbally and in writing, including complex reports, a variety of information, to a wide range of people	A, I
The ability and experience to cope with emotional demands arising from the nature of the client group	A, I

Experience of working within a team as well as on your own initiative	A, I
Mobility essential. Able-bodied applicants must be able to drive, have a driving licence and be a car owner. Disabled applicants should be able to perform the job with aid, where necessary.	A, I, D
Good IT skills, able to operate a keyboard, client database systems; Word and Email	A, I
Strong negotiating, influencing and persuading skills	A, I
Ability to manage successful relationships with internal and external stakeholders	A, I
Satisfactory check through the Disclosure and Barring Service	D

Section C: Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within Warwickshire County Councils Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.

Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked). The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.

Provision of personal care on a regular basis	Driving HGV or LGV for work
Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or WCC vehicle for work purposes)
Working at height/ using ladders on a regular/ repetitive basis	Restricted postural change – prolonged sitting
Lone working on a regular basis	Restricted postural change – prolonged standing
Night work	Regular/repetitive bending/ squatting/ kneeling/crouching
Rotating shift work	Manual cleaning/ domestic duties
Working on/ or near a road	Regular work outdoors
<input checked="" type="checkbox"/> Significant use of computers (display screen equipment)	<input checked="" type="checkbox"/> Work with vulnerable children or vulnerable adults
Undertaking repetitive tasks	<input checked="" type="checkbox"/> Working with challenging behaviours
Continual telephone use (call centres)	Regular work with skin irritants/ allergens
Work requiring hearing protection (exposure to noise above action levels)	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
Work requiring respirators or masks	Work with vibrating tools/ machinery
Work involving food handling	Work with waste, refuse
Potential exposure to blood or bodily fluids	<input checked="" type="checkbox"/> Face-to-face contact with members of the public

<input checked="" type="checkbox"/> Other (please specify): Working in the evenings	<input type="checkbox"/>

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>