

Family Group Conference Convener

Grade 9

Our Vision

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

Insight has evidenced that Staffordshire is a great place to live. Most families are happy, safe and have loving homes, however there are some families who face challenges that mean they cannot thrive in the way they want to.

We are committed to developing a system and a way of working that will enable Staffordshire's children to thrive within their own families and communities by addressing the root causes of difficulties for the whole family at the earliest point.

Staffordshire's Children's Service aims to:

- a. Maximise the achievement of better outcomes for families in Staffordshire using all available resources, effectively and efficiently.
- b. Support safer, healthier, thriving children whose needs are met within their families and communities where it is safe to do so, reducing the need for higher cost, complex interventions.
- c. Provide high quality statutory Children's Service (Staffordshire County Council's children's services are currently rated as "Good" by Ofsted) that only works with those children and families who require this specialist level of intervention.

Our commissioning is focused upon reducing demand. We recognise that our commissioning must be evidenced based and future focused. Whilst the service within the cusp of statutory care is dealing with the issues that are presenting today, we expect to commission services, relationships and practice smartly to prevent those issues presenting in the future.

About the Role

Responsible to: Family Group Conference Lead

To facilitate and deliver Family Group Conferences (FGC) in accordance with Policies and aims of Family Group Conference Service.

To promote and develop Staffordshire's Family Group Conference Service as a part of a team within a framework of equality of opportunity.

Key Accountabilities:

1. To act as an independent and neutral facilitator of the Family Group Conference Process.
2. To be responsible for the preparation, planning, coordination, facilitation and review of the Family Group Conference that responds to the needs of the individual families from a diversity of backgrounds.
3. To promote quality planning, decision making and practice for children and families both within the department and with partner agencies.
4. To receive referrals and meet with the referrer and relevant professionals to identify the key issues, clarify concerns and expectations and agree respective roles and responsibilities.
5. To meet with children, family members and significant others to outline Family Group Conference process, provide information and literature, negotiate attendance and support involvement before, during and after the meeting.
6. Ensure appropriate arrangements are in place to prepare the child and (if where appropriate) other family members for the meeting and if appropriate arrange/act as advocate in partnership with Children's services and other partner agencies.
7. Ensure the protection of children through the collection and maintenance of accurate and confidential information within policies and procedures of the local safeguarding board.
8. To contribute to the establishment of monitoring and evaluation systems to assess the effectiveness of Family Group Conference.
9. To undertake any other duties required by management, which are commensurate with the grading of the post and in accordance with statutory and departmental procedures.

This post is designated as an essential car user.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and antidiscriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.


The content of this Job Description and Person Specification will be reviewed on a regular basis.


Person Specification

A = Assessed at Application


I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	<p>Qualifications/Professional membership</p> <ul style="list-style-type: none"> • Educated to NVQ Level 4 or equivalent professional qualification. • To have successfully completed or be willing to undertake a 3-day FGC coordinator training and assessment package. 	<p>A</p>

	<p>Knowledge and Experience</p> <ul style="list-style-type: none"> • Experience of doing direct work with children, their families and carers in a statutory or voluntary agency which provides services to vulnerable children and their families. • Experience of mediation/negotiation and facilitation with individuals or groups. • Knowledge of other agencies providing services to children and families across Staffordshire. • Sound knowledge of child development, family dynamics the effect of stress and trauma on child development and child protections systems, looked after systems. • Knowledge and experience of policy and procedures, structures and systems in relation to the care and protection of children and family group conferencing. • Knowledge of legislation, policy and procedures in respect of Children’s Rights, Family Group Conferencing, Children’s Welfare and Safeguarding, Children Act and any other legislation relevant to children young people and their families. • An understanding of the effect of disadvantage and discrimination on children, their families and carers, and how to minimise the effects. 	<p>A/I</p>
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	<ul style="list-style-type: none"> • Ability to make sound judgements and risk assessments based on the analysis of the relevant facts in crisis situations. 	
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	<p>Skills</p> <ul style="list-style-type: none"> • Ability to implement the New Zealand FGC Model • Mediation skills, negotiate and manage conflict, whilst having high level of organisational skills. • Confidence in convening and chairing large meetings effectively whilst meeting time frames. • Ability to write accurate records and reports whilst having good IT skills • Ability to listen, take in communicate both spoken and written- in ways that are appropriate to and understood by children and their families, and professionals. • Ability to work as part of a team. • Ability to remain independent, neutral and objective, resisting attempts by professionals or family to take sides. • Ability to be diplomatic and respectful but manage difficult issues that need raising. • To facilitate meetings on evenings and weekends to accommodate family's requests. • Be able to make positive use of training and supervision to improve own practice. • Be able to represent the Practice excellence whilst promoting FGC's across Children's Services. <p>Additional Requirement</p> <p>To be a car driver and provide a car with appropriate insurance cover for use at work. This post is designated as an essential car user.</p>	<p>A/I</p>
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If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting Talent & Resourcing Team 01785 278300