

Early Help Practice Development Officer

Grade 10

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 the people of Staffordshire
- **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

Families and Communities aim to create an environment where families are supported to stay together safely and live well in their communities by building on their strengths. This is the right thing to do. Families tell us they do not want to be in services and evidence says that lives are better when needs can be met early within the family or community. Working in this way is also more sustainable. We can support more families to live better lives if we focus on addressing needs as early as we can.

Responsible to: Family Hub Manager

Responsible for: N/A

Key Accountabilities:

1. On behalf of the Families Strategic Partnership, work collaboratively with partners across Staffordshire/ a specific district to develop, support, monitor and coordinate Earliest and Early Help Effective Practice Development & Improvement.
2. On behalf of the Families Strategic Partnership, contribute to implementing the delivery of an ambitious Earliest & Early Help Transformation, leading our transition to a fully integrated multi-disciplinary, multi-agency approach to improving and achieving sustained outcomes for vulnerable children and families. This includes:
 - Writing reports, communications, briefing papers, specifications, tender documents and bids;
 - Undertaking monitoring, review, research, analysis and evaluation activities;
 - Managing or contributing to projects (using appropriate tools such as project plans);
 - Consultation and engagement (internally and with external stakeholders);
 - Leading or contributing to the design of new ways of working, improvements and strategies;
 - Delivering other activities in accordance with project or programme plans.
 - Leading partnership activities

3. To lead activity to collaboratively undertake a needs analysis of confidence, skills, knowledge and experience and liaise with Workforce Development Teams across the Families Strategic Partnership to meet identified gaps and ensure specialist Effective Practice Development is provided/commissioned to meet identified needs.
4. To be responsible for ensuring that Effective Practice is critically evaluated and reviewed, feeding back into individuals, team and organisational development. To monitor the effectiveness of all development opportunities on practice improvement.
5. To provide practical support to managers, front line practitioners and professionals, from across the statutory, community and voluntary sector, to facilitate the delivery of effective Earliest and Early Help Practice, ensuring that colleagues are clearly able to work across services to deliver support that's needed for families.
6. To provide constructive challenge to managers, front line practitioners and professionals from across the statutory, community and voluntary sector, to ensure the delivery of effective Earliest and Early Help Practice which leads to sustained outcomes for vulnerable children and families.
7. To strengthen the confidence, skills, knowledge and experience of managers, front line practitioners and professionals by providing on site learning, mentoring and coaching support around all aspects of Earliest and Early Help Practice.
8. To develop and implement tailor made Effective Practice Development Programmes for priority individuals, groups and organisations across the statutory, community and voluntary sector. This will include the delivery of Learning & Development Programmes and mentoring/coaching staff/volunteers for a period of time to ensure they meet and are able to sustain Earliest and Early Help Effective Practice Standards. This will include providing specialist, expert advice on Earliest Help and Early Help.
9. To develop an Effective Practice Resource Bank for Earliest and Early Help, ensuring this is accessible for colleagues across the statutory, community and voluntary sector. This includes facilitating access to internal, local, regional and national research, policy and quality assurance information relating to Earliest and Early Help.

10. To design, implement and evaluate new ways of working relating to Earliest and Early Help Practice in order to seek improvements in sustained outcomes for vulnerable children and families.
11. To review or develop, on behalf of the Families Strategic Partnership, processes and systems relating to Earliest Help and Early Help Practice. This includes processes and systems which interlink with the Children's Social Care System (i.e. Children in Need, Child Protection, SEND and Looked After Children).
12. To assess Earliest and Early Help Effective Practice performance against core practice standards, using a range of models including case sampling, auditing of case files, personal interviews, observations and thematic quality assurance methodologies to underpin the development of Earliest and Early Help Effective Practice.
13. To champion and ensure managers, front line practitioners and professionals from across the statutory, community and voluntary sector are aware of and utilise the community networks of support in relation to Earliest and Early Help.
14. To facilitate and coordinate Locality Partnership Hub meetings within an identified district, providing specialist knowledge in relation to legislation and policy (including the Children's Safeguarding Board Thresholds Framework) and detailed knowledge of statutory, community and voluntary sector networks.
15. To ensure Sharing of Information agreements are in place within multi-agency meetings and networks.
16. To collaboratively work with colleagues to develop a sustainable approach to Earliest and Early Help Effective Practice Development & Improvement.
17. Support a coordinated approach to Earliest Help, Early Help, Child in Need and Child Protection by promoting its adoption in accordance to current legislation, good practice and local initiatives.
18. To participate in partnership based activities as determined by your line manager.

Other Information

This post is designated as a casual car user.

This post has no political restrictions.

An Enhanced DBS will be required for this post

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 anti-discriminatory practice, as a minimum to standards required by legislation.

Environment

Deliver a reduction in the Councils' environmental impact through a proactive focus on key priorities to support the economy, nature and communities.

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 Confidence Scheme	Criteria	Measured by
	<p>Qualifications/Professional Membership:</p> <ul style="list-style-type: none"> Degree in an appropriate discipline or a professional qualification at an equivalent level (such as social work or teaching) or equivalent experience 	<p>A/I</p>
    	<p>Knowledge and Experience</p> <ul style="list-style-type: none"> Experience of mentoring and coaching support within a Earliest or Early Help setting Experience of Effective Practice Improvement & Development Evidence of taking personal responsibility for continued professional development Experience of designing and delivery Workforce Development Programmes Experience in a children's and families setting, specifically Earliest and Early Help Experience of working effectively in a multi-disciplinary environment Experience of purposeful and effective direct work with children, young people and families Experience of working to a business plan Experience of working in a changing environment. Experience and knowledge of evidence-based interventions 	<p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p> <p>A&I</p>

	<ul style="list-style-type: none"> • Contributing to the quality assurance of services against planned outcomes • Knowledge of current legislation and directives concerning social care, early help, safeguarding and services for children and young people • Knowledge of child development and family dynamics, and the needs of young people in education, social care and health • Knowledge of the principles of Early Years provision, including especially the role of children centers in supporting families for 0-17 yrs. • Knowledge of mental health, substance misuse, domestic abuse, poverty and other vulnerabilities and how these impact on families 	<p>A&I A&I A&I A&I A&I</p>
   	<p>Skills</p> <ul style="list-style-type: none"> • Ability to communicate clearly and precisely in the most appropriate way • Ability to work collaboratively with a range of internal and external colleagues from a variety of sectors, including private, voluntary, public sector, education, health, social care criminal justice and advisory services • Ability to engage and consult with a variety of local stakeholders including children and families • Ability to work with complexity and conflict to achieve consensus and action to a common goal • Demonstrates informed decision making and professional judgement 	<p>A&I A&I A&I A&I A&I</p>



*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. This scheme will also apply to Care Leavers and Armed Forces/Veterans.

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