



Job Description

JOB TITLE: Children's Wellbeing Practitioner	
REPORTS TO: Brighter Futures Coordinator and Chief Executive Officer	
LOCATION: At Faith in Families Community Cwtch's.	SALARY: £21,000 per annum.
37 hours per week.	Initial fixed term of 1 year, and subject to future funding
Job Purpose/Summary: <p>Enable hard to reach children (aged 0 to 16) to build their confidence, self-awareness and have a voice. Develop and plan activities that enable them to be included in fun, child-centred activities and build friendships. Provide one-to-one intensive support as necessary.</p> <p>Work with families to find ways to better manage their emotions, feelings and relationships in order to improve family life and have an insight into other family support that is necessary and signpost appropriately.</p>	
To provide a quality service for children and families in the communities we serve. To this end provide: A warm safe environment for children and their parents/carers together with opportunities for activities that will enhance the physical, emotional, educational and spiritual development.	

Main tasks

1. To develop a range of activities and initiatives aimed at engaging families who may be considered hard to reach or at risk of exclusion
2. To work with Faith in Families Cwtch's staff and provide a link between these and parents and carers.
3. To actively promote the services of the Community Cwtch's and act as a link for children parents/carers.
4. To have an extensive knowledge of early years and have the skills to plan, deliver, and evaluate inclusive activities that will enhance children's learning, development and wellbeing and give children a voice. Identify those that need additional support and signpost.
5. To contribute to service development at the Community Cwtch's and the production of effective and appropriate reports for key stakeholders internally and externally.
6. To work supportively and creatively with the child and families workers to ensure activities are maximised and responsive to family's needs.

7. To assist with the delivery of universal and targeted services for children, their parents and carers.
8. To identify and engage with new families who are not known by the Community Cwtch's.
9. To encourage parents to become involved in the Cwtch activities by identifying services they might benefit from and actively promote the opportunities at the Cwtch's.
10. To signpost, and where appropriate refer, parents to other services delivered by other agencies.
11. Develop a robust referral and monitoring system with involved professionals, the child and the family in order to gain a holistic overview of improvements. To record and retain appropriately all contact and activities with service users as required for monitoring and evaluation purposes. Ensuring at all times confidentiality and professional boundaries are maintained.
12. To work in partnership and build and maintain relationships with internal colleagues and external agencies to fill the gaps in provision for children and their families who find it difficult to access services. e.g. working closely with the child and family workers, local schools, health visitors and networks.
13. To share information and concerns with their line manager and/or other appropriate staff, or with parents as appropriate to support children and their families and to adhere to safeguarding and child protection policies in all aspects of their role
14. To promote a positive image of Faith in Families, representing the organisation and the projects to increase professional and public awareness of all the organisations work and of the views and needs of service users.
15. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required.
16. To ensure that Faith in Families Human Resources practices and policies are applied to all workers and volunteers (in particular regular and appropriate supervision), in order to support their development, work fulfilment and achievement of work targets.
17. To attend, chair or direct meetings that involve service users, partner agencies and our staff, ensuring appropriate preparation to represent the views and needs of service users and Faith in Families.
18. To comply with Faith in Families reporting requirements and to ensure that systems, processes and procedures are in place to retain and present service data in a timely and predetermined basis.
19. To be able to use IT systems e.g. Word, Excel, E-mail.
20. To be able to have fun

General

- This post is subject to an Enhanced criminal record disclosure check. This will be applied for through the relevant disclosure body.
- Achieve the highest standards of safeguarding, whether through direct care provision

or support activities to the children and families who come into contact with our services, or by appropriately reporting concerns about any child or family.

- To promote equality, inclusion, respect and fairness and where applicable to manage diversity in all areas of planning and service delivery, through an active involvement in implementing our equality and diversity policy.
- To commit to Faith in Families core aim of 'keeping the child at the centre', and to promote and incorporate Participation as appropriate to your role.
- To be familiar with and comply with Health & Safety procedures and policy. In the event of any serious risk, take immediate action to reduce this risk and inform line management.
- Faith in Families operates within a constantly changing environment and as such work priorities and targets may change. Management reserves the right to make reasonable changes to the job purpose and accountabilities. It is essential therefore that it should be regarded with a degree of flexibility, so that changing needs can be met.
- Such other duties that occasionally arise, which fall within the purpose of the post
- To work cross functionally with other departments to ensure that Faith in Families Values and strategic objectives are achieved.

The job description is indicative of the current duties and responsibilities of the post holder, it is not comprehensive. It is inevitable that the duties will change to reflect organisational development.