



Job Description Temporary Senior Child and Families Worker

JOB TITLE: Senior Child and Families Worker – Temporary position, immediate start - December 2023

REPORTS TO: Cwtch Manager, Chief Executive Officer

Key Contacts External: Social Workers, Parenting Team, Language and Play, Education Psychologists, Speech Therapists, Physio-Therapists and Local schools.

LOCATION: Bonymaen Community Cwtch

Salary: £20,161 per annum, pro rata

Job Purpose/Summary:

- Provide high quality childcare and family support in line with Faith in Families guidelines.
- Provide a safe stimulating environment for children in line with CSSIW Registration.
- To help organise and deliver the provision of care and developmental experiences in a stimulating environment for children and their families.
- In conjunction with the Childcare staff to support students, parents on childcare placements and volunteers at the centre.
- To provide additional support to families with children with ALN as they transition into school provision.
- To provide support and guidance to the child and Family team

We are looking for a confident, enthusiastic, creative, hardworking individual who has a heart for supporting those in need in our local community. The role would suit someone who is solution focused and able to take on new challenges and relevant training.

The successful applicant will lead and support a team of qualified child and family workers to provide a quality service for families attending the setting. 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 of children and their families.

Main Tasks

1. To deliver a range of play opportunities, in a variety of settings, in accordance with legislation, and Faith in Families policies and procedures and good practice guidelines.
2. To plan appropriate programmes and activities to develop and promote self-esteem and confidence in children and their families which respond to and recognise the diverse and specific needs of families.

3. To offer appropriate support, advice and guidance to families within the Community Cwtch setting.
4. To contribute to the monitoring, assessment and evaluation - written and electronically, in accordance with Faith in Families policies and procedures.
5. To provide high standards of care for children in all services
6. To ensure any child protection concerns are recorded and reported in accordance with Faith in Families Safeguarding Procedures.
7. Helping to organise parent events such as drop in sessions, events and trips.
8. Organise school visits.
9. Liaise with other agencies, i.e. Social Services.
10. Monitor and support children's development and ensure children's developmental plans are being updated regularly.
11. Work alongside and support childcare students, trainees and volunteers.
12. Help care for equipment to comply with Health and Safety Regulations.
13. In conjunction with the Cwtch manager take responsible for Health & Safety during various activities both on and off site
14. Undertake core training at the earliest opportunity.
15. To take lead in the absence of the manager
16. To actively participate in supervision with the Cwtch manager

General

- This post is subject to an Enhanced level of disclosure. The Disclosure and Barring Service (DBS) has been introduced as a result of Part V of the Police Act, 1997, and will replace the current system of police checking. 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, fairness and diversity in all areas of planning and service delivery.
- 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 the Health, Safety and Welfare policies for Faith in Families. 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 post holder will be expected to continuously develop in their role. 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.