

# Job Description



<b>Title:</b>	Children and Young People's Trauma Informed Support Worker
<b>Area:</b>	CYP Service
<b>Reporting to:</b>	CYP Team Leader <i>All paid members of staff are accountable to the CEO, and ultimately the Trustees of TDAS</i>
<b>Service:</b>	Salford CYP Team (Safe in Salford)
<b>Place of work:</b>	Salford and Trafford
<b>Hours of Work</b>	37 hours per week
<b>Salary/scale:</b>	25,878 FTE

*This post is subject to DBS disclosure scheme*

## Background

Trafford Domestic Abuse Services (TDAS) is a Quality accredited, registered charity offering support to individuals and families who are affected by domestic abuse since 1990. We support families who live/work in the Trafford area and also provide IDVA and Children and Young People (CYP) support services in Salford. We provide both intervention and prevention services and work in partnership with other voluntary organisations to support families across Greater Manchester.

## TDAS Values

<b>Innovative:</b>	introduce new ideas, are creative and foreword thinking.
<b>Collaborative:</b>	work in partnership with key stakeholders to enable people to achieve a defined & common purpose
<b>Openness:</b>	create an open culture, provide transparent reporting, good fundraising and governance.
<b>Person centred:</b>	provide coordinated, personalized and enabling services to everyone
<b>Empowering:</b>	empower our service users to become stronger, more confident, being aware of their rights and privileges and live a more meaningful and fulfilling life.

## Purpose of the role

To deliver our specialist Children and Young Peoples project in the Community to a group of children who are at risk of or who have/are living with domestic abuse and suffering the traumatic effects of such. The CYP Support worker will provide 1 to 1 support and group support to children in the local community and deliver specialist domestic abuse workshops and programmes in school and community settings.

## Main Duties

1. Access, organise and deliver the appropriate services to meet the needs of the children/ young people and their families.
2. Coordinate and run 1-2-1 sessions in schools or the community.
3. Deliver TDAS SOSN© programmes and workshops.
4. Support with the delivery of TDAS's prevention work in schools.
5. Undertake initial assessments on children and young people and compile individual support and safety plans based on recognised frameworks within agreed timescales.
6. Support where needed the Group Facilitator with R Space groups

7. To Keep daily recordings which are factual, accurate and up to date
8. To ensure outcomes and evaluations are completed and data collected for all CYP receiving a service
9. Attend designated meetings with multi agency professionals and schools as part of a multi agency response to the needs of children.
10. Liaise and work in conjunction with key agencies ensuring that multi-agency work is undertaken as part of the process involved in the assessment and delivery of services provided to children and young people.
11. Access regular feedback from service users to ensure the continued improvement of services and support offered to children and young people by TDAS.
12. To plan and manage own workload working on own initiative, often in times of crisis
13. Provide an environment for children/young people in which their physical, emotional, intellectual and social wellbeing is promoted.
14. To be aware of, implement and keep up to date with Child Protection/Safeguarding Procedures in accordance with TDAS and Trafford Borough's Child Protection/Safeguarding policies and procedures.
15. Work in partnership with children, young people, families, staff, statutory, voluntary and community organisations to promote the welfare and wellbeing of all children and young people living in the Refuge and the Community.
16. Provide a welcoming, safe, stimulating and inclusive environment in which children/young people can be supported, enjoy themselves, develop to their full potential and meet the requirements of Every Child Matters and current legislation.
17. Promote an inclusive environment that meets the differing needs of all children and young people.
18. Work with TDAS team members to promote and support the development of TDAS.
19. Work to the standards laid down within the bounds of the Policy and Procedures of TDAS, including Equal Opportunities, Equality & Diversity, GDPR, Child Protection and Safeguarding, Protection of vulnerable Adults (POVA) Health & Safety and core service user policies at all times. This is not an exhaustive list and all other policies and procedures within TDAS must be complied with.
20. Undertake any other reasonable duties as requested by the Chief Executive Officer, Director of Operations, CYP Services Manager, and the CYP Team Leader commensurate with the grade and job title of the post.

## **General**

1. Work with the Chief Executive Officer and other staff members to promote and support the development of TDAS.
2. To adhere to TDAS Code of Conduct at all times.
3. To attend staff meetings when required
4. To work in line with, and follow, the policies and procedures of TDAS.
5. To ensure that all TDAS policies and procedures are implemented and promoted by staff.
6. To actively promote diversity in the organisation.
7. To act as an ambassador for and represent the TDAS at external functions.
8. To represent TDAS on local and regional forums.
9. To build positive relationships and partnerships with key local agencies
10. To embody TDAS's values and act as a role model.

11. To participate actively in the management team, contributing to the strategic development of the organisation.
12. To undertake any other duties as may be deemed consistent with the requirements of the post.

## Person Specification

<b>Essential Experience</b>	<b>How Assessed A = Application I = Interview</b>
1. Substantial experience of working with children and young people who have experienced trauma	A & I
2. Experience of working with groups of children and young people	A & I
3. Experience of managing caseloads	A & I
4. Experience of working with CYP in a crisis situation, demonstrating strong crisis management, skills and ability to cope under pressure	A & I
5. Experience of safeguarding and the escalation processes	A & I

You are required to have an excellent understanding of:

<b>Essential Understanding</b>	<b>How Assessed A = Application I = Interview</b>
6. The issues facing adults and children experiencing DA and sexual violence.	A & I
7. Knowledge of child and young person development	A
8. The roles and responsibilities of statutory organisations in relation to Domestic abuse and children	A
9. Child protection and safeguarding adults in relation to DA, and the legal responsibilities surrounding these issues	A & I
10. Equality issues and marginalisation of various groups and communities	A & I

11. Working knowledge of all relevant Policy and Procedures e.g. risk assessment, support planning and delivery of person centred services, Health & Safety requirements	A & I
12. Good understanding of child and family relationships and attachment	A
13. Understanding of issues affecting young people including self harm, CSE and peer violence	A & I

You are required to be able to demonstrate that you have:

<b>Essential Skills</b>	<b>How Assessed A = Application I = Interview</b>
14. Group work skills	I
15. Excellent written, verbal and interpersonal communication skills	A & I
16. Ability to use IT to produce reports and monitor projects	A
17. Ability to work cooperatively providing a multi-agency response	A & I
18. Creative approach to problem solving	I
19. Ability to work under own initiative, identify objectives, prioritise work, handle pressure and take decisions which may be of major significance	I
20. Good numeracy skills and the ability to use excel and spreadsheets	A
21. Ability to write clear, concise and accurate report and letters	A
22. Skilled in recognising and responding to children's needs	I

You are required to be able to demonstrate that you have:

<b>Qualifications/ Professional Membership</b>	<b>How Assessed A = Application I = Interview</b>
23. NNEB/NVQ level 3 or equivalent qualification in Child Care and education, Social Care, Teaching etc (Essential)	A
24. First Aid Qualification (Desirable)	A

You are required to be able to demonstrate you:

Essential Personal Qualities & Competencies	How Assessed A = Application I = Interview
25. Have values consistent with those of TDAS	A & I
26. Will act with integrity and respect when interacting with service users, employees, agencies and individuals	I
27. Are committed to upholding TDAS's policies and procedures	A
28. A commitment to diversity and working in an anti- discriminatory way	I
29. Ability to maintain professional boundaries at all times	A

### Additional Requirements

The post holder will be required to liaise with TDAS Chief Executive Officer, Director of Operations, other TDAS Staff, TDAS Board of Trustees, Statutory, Voluntary and Community Organisations and other professionals.
There will be a requirement for attendance at some Board Meetings, Professional Meetings and training sessions as and when directed by the Chief Executive Officer, Director of Operations and the Board of Trustees.