**Family Worker Job Description** 

**Job Title: Family Worker – self employed**

**Responsible to:** Family Co-ordinator and Service Lead

**Location:** Across Ipswich – family homes, Hope Centre and other agreed locations

**Hours:** 6 - 8 hours per week

**Renumeration:** £11.44 per hour plus essential travel expenses at the rate of 45p per mile

**Role Summary**

Managing a small case load, a Family Worker is trained to work with families by listening, helping them find solutions to their challenges and bringing hope into their lives. They would use an empowerment-based approach to help the family meet their goals and may work alongside or signpost to other agencies to ensure a holistic approach to best support the families.

The Family Worker must ensure a commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.

The Family Worker would commit to attending initial training prior to starting the role and any ongoing training identified by them or their Family Coordinator.

**A Family Worker will:**

* Commit to the requirements of Family First including identifying with the organisations vision, values and behaviours. Be supportive of our Christian ethos and statement of Faith
* Adhere to all Family First policies and procedures including Health and Safety, Safeguarding, Data Protection (GDPR) and Confidentiality.
* Participate in supervision both individual and group as required (minimum of 4 sessions per year)
* When matched with a family, commit to meeting each family for one hour per week in the family home or other pre-agreed location
* Be accountable to the Family Coordinator and disclose information relevant to the family’s progress (the family will have signed consent for this to happen)
* Work with families to identify goals and make progress towards them. This will include regular reviews
* Signpost to and/or work alongside other agencies and services as required
* Be a positive role model to everyone in the family
* Be polite, considerate, caring and confidential. Not make personal judgements or impose their own view
* Be an advocate for Family First and help raise the profile of the charity. This will include involvement in and supporting fundraising and networking events and activities
* Deputise for a Family Coordinator when required
* Ensure up to date and accurate recording of records
* Understand the importance of and undertake evaluation such as case studies
* Be an excellent time keeper with the ability to prioritise workload
* Be able to work well independently and as part of a wider team



**Person Specification**

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| **Education/Qualifications**  Qualifications to include a pass in GCSE Maths and English or equivalent  Qualification at A-level or equivalent  Safeguarding or other professional training  **Skills and Abilities**  Excellent communications skills both verbal and written  Excellent listening skills with a range of people  Ability to work with others outside the organisation  Ability to manage and prioritise workload  Ability to work with Email, MS Word, MS Powerpoint, MS Excel (or equivalent)  Ability to work independently and be accountable for your own safety by following clear procedures in what could be a challenging environment  Ability to make decisions with handling difficult and challenging situations  Skills in critical thinking and problem solving  Ability to objectively and accurately report complex information  **Experience**  Proven track record in supporting vulnerable families  Working within the voluntary sector  **Knowledge and Understanding**  Understanding of issues and stresses faced by families including those with complex needs  Knowledge of local resources for families to access  Knowledge of Family First and organisational practices  **Personal Attributes**  A commitment to your own personal development  Car driver and access to a car  Non-judgemental, committed to providing equality of opportunity to people regardless of their faith, gender, race, disability, social class, age or sexual preference  A commitment to the requirements of Family First including identifying oneself with our vision, values and mission and being supportive of our ethos and statement of faith | **Essential**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X**  **X** | **Desirable**  **X**  **X**  **X**  **X**  **X** |

**Statement of Faith**

We believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is, seen and unseen.

We believe in one Lord, Jesus Christ, the only son of God,

Who was not created but rather has always existed with the Father,

Jesus is true God from true God, of one being with the Father.

Through him all things were made.

For us and for our salvation he came down from heaven, was conceived by the power of the Holy Spirit and born of a virgin called Mary.

He was made man and physically came to earth.

For our sake he was crucified, suffered death and was buried.

On the third day he physically rose again in line with what the Bible says.

He went back up into heaven and is seated at the right hand of the Father.

He will come again in glory to judge the living and the dead, and his kingdom will have no end.

We believe in the Holy Spirit, the Lord, the giver of life.

With the Father and the Son, the Holy Spirit is worshipped and glorified.

We believe in one holy universal Church; the forgiveness of sins through Christ; the resurrection of the body, and everlasting life.

*(based on the traditional Nicene Creed)*