

Job Title	Social Care Worker – Children’s Services
Responsible To	Children’s Officer
Location	Mullingar
Hours	17.5 Hours Per Week
Salary	Commensurate with experience
Overall Purpose	To provide high quality support to children, young people and foster carers within FFI

Core Tasks:

- To undertake direct work with children and young people placed with our foster carers where a need has been identified.
- To provide child care support to foster carers to enable them to attend carer group or training or where a support need has been agreed.
- To supervise family access between a child and their birth family.
- To carry out Life Story Work with children and young people.
- To take a flexible, child centred and creative approach to working with children and young people.
- To ensure that a high regard is given to each child’s social, physical, intellectual, cultural, emotional and religious needs.
- To respond sensitively and professionally to children, young people and families at all times.
- To develop children’s participation within FFI including: taking part in group work with children and young people; assisting in organising and attending events and activities for children, young people and foster carers; participating in residential trips with children and young people.
- To ensure compliance with child protection procedures, the requirements of the Children First Act 2015 and undertake mandatory Children First training.
- To ensure all information relating to children, young people and foster carers is kept confidential and secure at all times.
- To adhere to the Data Protection Acts 1998 & 2003, GDPR Regulations and other relevant legislation.
- To keep high quality records of work undertaken.
- To attend and participate in meetings relevant to the role eg staff forums; Key Care Team Meetings and Child in Care Reviews as required.

Additional Duties:

Due to the nature of certain job roles, the actual hours of work may differ from the standard Monday to Friday, 9am to 5pm and you will be expected to work in a flexible way and provide additional working time where necessary when tasks not specifically covered in the job description, have to be undertaken. For some posts, such as those directly working with carers and children or young people, this may include working in the evenings or at weekends on occasions.

1. The post holder will respond sensitively and professionally to the children, young people and families who work with FFI.
2. The post holder will be expected to undertake training and development deemed necessary for the pursuance of the post.
3. The post holder will be expected to reach a minimum basic standard of I.T. competence to be able to use company electronic systems effectively.

4. The post holder will be expected to ensure that Health and Safety is observed in the course of employment.
5. The post holder will be expected to ensure and comply with Equal Opportunities Policy and Procedure in all employment practices.
6. The post holder will be expected to comply with the no smoking policy in place.
7. The post holder will be expected to work effectively as part of the FFI team.
8. The post holder will be expected to participate in the development of FFI to meet its aims and objectives.
9. The post holder will be expected to uphold and promote the professional image of FFI and the Key Assets Group at all time.
10. The post holder will be expected to adhere to the principals of the Data Protection Legislation.
11. The post holder will be expected to demonstrate that the Key Assets values are at the centre of all they do.
12. The post holder will be expected to promote and maintain positive anti-racist, anti-sexist and multicultural practices.
13. Ensuring compliance with safeguarding procedures, throughout all work within the Company, keeping the Director informed of work in progress and informs the Director immediately of any child protection matter or serious complaint. Ensuring compliance with Child Protection Procedures with special reference to Children First Guidelines, Children First Act 2015 and reporting procedures.

Person Specification for Social Care Worker

Note to Applicant: When completing your application form you should demonstrate the extent to which you have the necessary education, experience, knowledge and skills identified for the post.

	Essential (E) Desirable (D)	Short listing Criteria	Evidenced
Experience	E	✓	Application Form
	E	✓	Application Form/References
	D		Application Form/References/Interview
	D		Application Form/References/Interview

<ul style="list-style-type: none"> • Knowledge of the issues that children in care face • Experience of supporting young people as they prepare for the transition to independent living • Knowledge and awareness of children’s rights and the provisions of the United Nations Convention on the Rights of the Child • Experience of working with children who have experienced grief and loss • Knowledge and experience of Therapeutic Crisis Intervention • Experience of supporting young people to develop their social and life skills 	<p>E</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p>		<p>Application Form/References/Interview</p> <p>Application Form/References/Interview</p> <p>Application Form/References/Interview</p> <p>Application Form/References/Interview</p> <p>Application Form/References/Interview</p> <p>Application Form/References/Interview</p>
<p><u>Knowledge:</u></p> <ul style="list-style-type: none"> • A good working knowledge of relevant legislation including: the Child Care Act 1991, and related regulation or guidance, including the National Standards in Foster Care 2003. • A sound knowledge of child protection procedures and the requirements of the Children First Act 2015. • Knowledge of theoretical frameworks underpinning work with children and adolescents. 	<p>D</p> <p>E</p> <p>E</p>		<p>Interview</p> <p>Interview</p> <p>Interview</p>
<p><u>Personal Skills</u></p> <ul style="list-style-type: none"> • Ability to work on own initiative in a creative and flexible manner. • Excellent Report writing skills • The ability to build positive relationships with children and young people. • Have the ability to engage in lone working and to work with a degree of autonomy • The ability to work collaboratively with the professional network to provide support to children in care 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Application Form/Interview/References</p> <p>Application Form/Interview</p> <p>Application Form/Interview/References</p> <p>Application Form/Interview/References</p> <p>Application Form/Interview/References</p>
<p><u>Miscellaneous</u></p> <ul style="list-style-type: none"> • An appreciation and commitment to Health and Safety issues in the workplace 	<p>E</p>	<p>✓</p>	<p>Application Form/Interview</p>

<ul style="list-style-type: none"> • A commitment to Equal Opportunities in all work practices 	E	✓	Application Form/Interview
<ul style="list-style-type: none"> • Prepared to be highly flexible regarding working hours including regular evening and week-end working 	E	✓	Application Form/Interview
<ul style="list-style-type: none"> • Strong I.T. skills (esp. MS Word and Excel) 	E		Application Form/Interview
<ul style="list-style-type: none"> • Have access to a vehicle and a full, clean driving licence 	E	✓	Application Form/Interview
<ul style="list-style-type: none"> • Be prepared to engage in extensive travel 	E		Application Form/Interview
<ul style="list-style-type: none"> • Have a suitable space in their home to work and store confidential information 	E		Interview