**BRISTOL CITY COUNCIL JOB DESCRIPTION**

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| **Job title:** | Family Support Worker |
| **Bristol grade:** | BG5 |
| **Managed by:** | A designated named Line Manager of the reach area |
| **Responsible for:** | Parents/Carers and their children, Students, Volunteers |
| Directorate: | People |
| Service area: | Children and families services |

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| **Purpose of the job** |
| * To work with families with children 0-5 providing a range of support that improves their outcomes and maximises their health and wellbeing. * To deliver services as part of a team, providing for the needs of groups in family support settings and identifying and establishing work in outreach provision. The post holder has responsibility to create a welcoming, safe and consistent environment that is appropriate to meet safeguarding requirements. * Participating in home visits will form some element of the role, with the aim of engaging parents and empowering them to access other services and achieve improved outcomes for themselves and their families. * An important aspect of the role is working in partnership with parents and professionals to deliver tailored plans of family support to respond to identified local needs of the community. |

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| **Key job outcomes/accountabilities** |
| * To undertake the planning and delivery of individual groups as defined within Family Support programmes of work, taking into account current legislation and all round care of families and children in accordance with agreed reach areas policies and practices * Plan a range of activities to respond to the needs of families within agreed groups, reviewing as necessary * Carry out home visits to parents as required * Work in partnership with parents and carers by providing advice, guidance and sign posting to relevant agencies * Recognise and value diversity and individual circumstances of families implementing anti discriminatory policies of Bristol City Council * Promote healthy lifestyles to enable an improved sense of wellbeing in families * Maintain a child centred enabling environment, reviewing room layout, appropriate displays and learning materials to ensure environments are stimulating and attractive * Foster respectful, supportive and warm relationships with parents/carers and children * Contribute to multi agency initiatives as appropriate and take every opportunity to liaise an work with other professionals in both the local and wider community * Work with other agencies to identify families who do not access services and provide the support for these families to do so. * Ensure all activities within an area of given responsibility are appropriately delivered, evaluated and recorded * Contribute to , prepare and support the delivery of relevant curriculums and frameworks |

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| **Key job outcomes/accountabilities** |
| **Key Areas of Responsibility:**   * Work as a member of a team while accepting individual responsibility for the post. * Attend regular staff meetings * Undertake further training and attend regular supervision meetings as part of professional and personal development * Attend appraisal and performance management meetings * Provide positive experiences for students, volunteers and trainees * Implement safeguarding and health and safety practices ensuring at all times equipment, materials and environments meet standards expected * Comply with all legislation surrounding safeguarding, health and safety and security * Be aware of and implement expected protocols and practices involving child protection, equal opportunities, confidentiality, behaviour management, safeguarding and code of conduct * Maintain high levels of record keeping as necessary eg accident recording, registers, evaluations of sessions * Support and maintain good communication channels with staff, service users and children * Undertake any other duties required to deliver high quality services for parents and children |

This job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes.

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| **General Accountabilities** |
| 1. So far as is reasonably practicable , the post holder must ensure that safe working practices are adopted by employees and in premises/work areas for which the post holder is responsible to maintain a safe working environment for employees and service users. These are defined in the Corporate Health, Safety and Welfare Policy, departmental policies and codes of practice. 2. Work in compliance with the Codes of Conduct, Regulations and policies of the City Council. 3. To model and promote good equalities practice and value diversity across the service. 4. Ensure that output and quality of work is of a high standard and complies with current legislation / standards. 5. Ensure that all mandatory training is undertaken as required. For example – Bristol City Council’s Induction, Health and Safety, Equalities, Safeguarding Children and Safeguarding Adults. Please note - this is not a comprehensive list. |