

**London Borough of Havering
Job Profile**

Job Title: Youth Justice Service Social Worker	Directorate: Children's Services
Service/Section: IASS – Youth Justice Service	Post Number(s): Job Evaluation Number: 3246
Grade: 7	Date last updated: Date of last Evaluation: 21/12/2022

Main Purpose of the Job/Key Objectives:

To undertake the role of social worker within the multi-agency, multi-professional Youth Justice team with statutory responsibilities for young people who are at risk of, or have offended. The postholder will be committed to a reduction in youth crime and improved community safety.

To prevent children from becoming involved in crime, and for those who have already offended to reduce offending behaviours by working in partnership with Police, Probation, Youth Courts, Education, Health and Childrens' Service colleagues.

The post holder will support the planning and delivery of evidenced-based and outcome focussed interventions and programmes to ensure effective assessment, planning and interventions are in place in accordance with statutory requirements and the National Standards for Youth Justice.

The post holder will provide high quality reporting and interventions to children known to the Youth Justice Service delivered in community settings or the home; and provide safeguarding support, advice and interventions to colleagues and cases open in the Youth Justice Service.

To be part of the wider children's services delivering assessments and interventions to children, young people and their families across the borough, with case responsibility for children aged 10-17, including those on statutory Court Orders and Out of Court disposals. This includes acting as a lead professional, where appropriate, to ensure a multi-agency, systemic and trauma-informed intervention is in place, and regularly reviewed.

To support the youth Justice manager in informing senior managers and Board of all relevant issues affecting the safe and effective delivery of the service, and support the identification of areas for improvement and implement strategies to address these.

Job Context:

1. The post holder reports to the either a the Youth Justice Operational Manager
2. The post holder has no line management responsibility, but may offer supervision and support to volunteers engaged in group work delivery and reparation.
3. The post holder will be required to work evening and weekend sessions as demanded by the nature of the role up to 36 hours per week. This will include covering the occasional court duty at weekends and on bank holidays as required and supporting children to access Panels and meetings in the evenings and on occasion at weekends.
4. The post holder has no responsibility for managing a budget and recording expenditure.

Key accountabilities and Result Areas

Key Result Area	Expected End Result
Assess children's offending behaviour and personal circumstances with a view to identifying the most appropriate service response, which minimises the risk of reoffending and promotes the development of the child.	Demonstrates sound professional judgement. Plans are implemented and reviewed to improve outcomes for the child. Analysis is effective in identifying risk and need. Ensures all work is child-focused, effective and in line legislation and practice.
Recognise and actively consider factors affecting disproportionality in the Youth Justice system, and our position within that.	Assessment, planning and intervention gives due consideration to the wide range of 'Social GRACCEEEES'
Supervise children according to National and Local Youth Justice guidelines and other relevant criminal justice and childcare legislation. Work collaboratively with children and their parents or carers to agree achievable goals	Achieves KPI's and National Standards for Youth Justice targets; Statutory obligations of the role are understood and complied with at all times.

<p>that are in line with court requirements and in partnership with other agencies, seek to ensure that the highest quality intervention is provided.</p>	<p>Accurately interprets and applies relevant policies, procedures and initiatives. Applies relevant policies to practice</p>
<p>Prepare high quality reports, including Pre-Sentence Reports, Crown Court Reports and Referral Order reports, in a timely manner; ensuring that there is a thorough assessment of the young person's circumstances and analysis of the offence(s).</p>	<p>Court acceptance of timely assessments and recommendations that supports Children and young people within the criminal justice system.</p>
<p>Attend Youth or Crown court if appropriate to present Pre-Sentence Reports or support children or the court as required.</p>	<p>Quality representation within our courts that support supports Children and young people within the criminal justice system.</p>
<p>Support the rehabilitation of children returning to the community from custodial estate.</p>	<p>Considering the systemic factors that affect the child's behaviours for and against desistance. With support from the wider team and in line with Havering Resettlement Policy formulating a clear plan prior to their release.</p>
<p>Contribute to local need assessments and meetings in respect of children at risk of being harmed via child exploitation in conjunction with other specialist services, building knowledge, intelligence and strategies that will assist with both formal and informal actions to keep them safe from harm.</p>	<p>A multi-agency approach to have been adopted to tackle the child exploitation with partners For all to have a shared understanding of our commitment to tackling child exploitation.</p>
<p>Promote and amplify the voice and experiences of children who may feel unheard and excluded; and ensure it is clearly demonstrated in programme, reports, celebrations and training.</p>	<p>Provides a service that is child focused in its approach and which promotes the voice of the child throughout our work. Able to demonstrate knowledge relating to issues faced by children at risk of committing crime, bullying, peer pressure and isolation; and to</p>

	<p>intervene in their lives to minimise these risks</p>
<p>Keep up to date and appropriately detailed case recordings which focus on the child or young person and contain an analysis and appropriate safety plan to reduce further harms/risk and escalate concerns,</p>	<p>Records identified and reporting on key performance management data achieved. Documents up to date and accessible by colleagues and case auditors Audits show quality assurance consistent with clear analysis and evidence recorded.</p>
<p>Contribute towards achieving the partnership performance indicators for children, through the provision of support, advice, training and direct work. Working with others to ensure cohesive multi-agency support mechanisms are in place and effective in supporting the work of IASS.</p>	<p>Multi-disciplinary relationships achieved and effective Positive partnership developed with external organisations. Low number of complaints from external organisations. Agencies will work collaboratively for the best outcomes for children, the reduction of vulnerability and harm.</p>
<p>Safeguard both children and adults in line with relevant statutory frameworks, the London Child Protection Procedures and the policies and guidance issued by local safeguarding boards.</p>	<p>Take responsibility for reporting any safeguarding, changes in risk levels, or child protection concerns through the line management structure and follow departmental policies and procedures, and to work in partnership with colleagues in the wider children's services.</p>
<p>Develops and maintains good working relationships with other professionals in statutory, private and voluntary agencies</p>	<p>Positive working relationships are maintained. Enables effective partnership working and sharing of information.</p>
<p>Undertake mandatory and appropriate training to keep abreast of changes to departmental procedure, legislation and developments in professional practice. Maintain and apply up to date knowledge of central government and Havering policies and objectives relative to working with children.</p>	<p>Training & development needs identified and achieved Participate in staff meetings, systemic practice workshops, effective practice workshops, Risk, Safety and Wellbeing panels and professionals' meetings when necessary.</p>

Makes use of management information systems, including IT in recording, retrieval and analysis of information.	Effective use of ChildView, AssetPlus, LCS and ICT as required to maintain accurate case records, and to be able to report on key performance management data.
Maintains regular supervision through regular meetings and briefings, in line with the Havering's supervision policy. Contributes to the development of other workers sharing knowledge and skills as appropriate.	Receives and participates in supervision with accordance with agreed policy and practice. Shares knowledge and skills with colleagues as appropriate. Uses supervision to reflect and analyse cases and provide professional development.
Ensure compliance with Health & Safety at work, Equal Opportunities and the Code of Practice	All risk assessments in place and regularly reviewed All incidents recorded as required Compliance checks undertaken on a regular basis Low number of Health & Safety incidences All Equality issues dealt with swiftly and robustly

Qualification and Professional Capabilities

Professional Capabilities Framework (PCF) Competency	Result
Professionalism	Identify and behave as a professional Social Worker committed to professional development. Maintain HCPC registration. Demonstrate professional commitment by being responsible for their conduct, practice and learning.
Values and Ethics	Apply social work ethical principles and values to guide practice. Demonstrate ethical decisions. Demonstrate knowledge about the value base.
Diversity	Recognise diversity and apply anti-discriminatory and anti-aggressive principles in their practice.

Rights justice and Economic wellbeing	Ensure as a Social Worker, advance human rights and promote social justice and economic wellbeing.
Apply knowledge	Apply knowledge of Social Services law and social work theory and practice.
Critical reflection and analysis	Apply critical reflection and analysis to inform and provide a rationale for professional decision making.
Intervention	Use judgement and skills to intervene with families to promote independence, provide support and prevent harm, neglect and abuse.

Competency Profile Competency	Level	Criteria to be Evidenced (Description)
Communicating openly and effectively	C	<ul style="list-style-type: none"> • Communicates complex information to others effectively • Is a clear and persuasive communicator, using influencing and negotiating skills when necessary • Actively listens to, respects and values the view of others • Presents succinct, well balanced information orally and in writing, with clear outcomes • Sets up opportunities to influence others prior to decisions being made • Understands and responds to organisational politics • Facilitates discussions to achieve collective objectives • Creates an environment where team/s are encouraged and developed, to enable them to communicate effectively
Delivering excellent customer service	C	<ul style="list-style-type: none"> • Acts as role model in own personal approach to customer focus • Proactively seeks and effectively uses customer information to inform service delivery • Proactively seeks to establish and meet current and future needs of customers to meet their long-term needs. • Organises processes around customers taking account of complex and sensitive issues • Implement and utilises systems to record customer feedback and communicates ideas and information to appropriate

		<p>people, ensuring information is fed back into appropriate systems e.g. CRM</p> <ul style="list-style-type: none"> • Creates an environment where team/s are empowered to put customers' first
Achieving Results and Success	B	<ul style="list-style-type: none"> • Assumes personal responsibility for achieving outcomes and making appropriate decisions and is considerate of others and their contributions • Monitors and evaluates own performance against targets • Develop new ways of working to achieve results • Demonstrates high personal standards as an example to others and delivers what they agree • Is consistently positive and remains focused and flexible when faced with competing demands and priorities • Allocates time and resources to reflect priorities • Seeks information to aid decision making
Respecting Others	B	<ul style="list-style-type: none"> • Acknowledges and values the positive contribution that everyone can make • Demonstrates integrity at all times • Considers impact of own actions and tries to cater for the differing needs of others • Acts as a role model sets a personal example of good equalities practice at all times • Challenges inappropriate and discriminatory behaviour • Understands different learning and personality styles and preferences • Respects confidentiality wherever appropriate • Acts upon concerns about discrimination or inequality of opportunity • Applies consistent standards of service and response

Additional Requirements:

The following clauses must be included in all Job Profiles.

■ The Council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, and to undertake any appropriate training.

■ Comply with Health and Safety Regulations associated with your employment.

- Be aware of the council's responsibilities under the Data Protection Act 1984 for the security, accuracy and relevance of all personal data held on such systems and ensure that all processes comply with this.
- To treat all information acquired through your employment, both formally and informally, in strict confidence. There are strict rules and protocols defining employees' access to and use of the council's databases, any breach of which will be regarded as subject to disciplinary investigation.
- You may be required to work at any Council site.
- Demonstrate a flexible approach in the delivery of work within the service area. Consequently, the postholder may be required to perform duties not specifically identified in the job profile but which are in line with the general responsibilities of the post.
- Deal with any Safeguarding issues that might arise, in line with the Council's policies and procedures.

**London Borough of Havering
Person Profile**

Job Title: Social Worker

Grade: G7

Grade: G7/G8 Requirements	Minimum (M) Desirable (D)	Method of assessment
<p>Skills, Abilities and Behaviours</p> <ul style="list-style-type: none"> • Ability to apply child care legislation to work practice. • Ability to analyse complex situations. • Ability to reflect and learn from own behaviour and feedback, identifying impact of action on others. • Ability to make use of management systems including IT in recording, retrieval and analysis of information. • Effective communication skills: written, verbal and listening. • Ability to assess risks posed to, and by, children in highly complex situations and propose appropriate arrangement for safeguarding and protection of the public. • Ability to prioritise tasks, manage own workload and be accountable for work with children and families • Being able to undertake some out of hour provision such as weekend and/or Bank Holiday court duty, panel meetings, reparation activities, supervision and 	<p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>M</p>	<p>I</p> <p>I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>I</p> <p>A/I</p> <p>A</p>

<p>surveillance and oversight of unpaid work requirements.</p> <ul style="list-style-type: none"> • A good capacity to assess and balance risk, vulnerability and protective factors in families and communities. • Ability to work creatively utilising good problem solving skills • Hold a current drivers licence and have a car available for work. 	<p>M</p> <p>M</p> <p>D</p>	<p>I</p> <p>A/I</p> <p>A</p>
<p>Knowledge</p> <ul style="list-style-type: none"> • A sound working knowledge of relevant Youth Justice legislation, policy and guidance Including National Standards for Youth Justice, Criminal Justice and Court Services Act 2000, Crime and Disorder Act 1988, Children Act 1989 & 2004, Legal Aid, Sentencing and Punishment of Offenders Act 2012, and the Modern Slavery Act 2015. • Knowledge of child development and attachment, understanding the impact of parental problems and the short/long-term impact of abuse/neglect on children. • Demonstrate an understanding of, and commitment to, working within an equal opportunities framework. • Knowledge of issues involved in working with children with disabilities. 	<p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>D</p>	<p>A/I</p> <p>A/I</p> <p>I</p> <p>A/I</p>
<p>Experience</p> <ul style="list-style-type: none"> • Significant experience (e.g. at least 2 years) of work with children and families, including assessments and statutory work. • Experience of multi-disciplinary inter-agency basis and ability to negotiate on behalf of customers. • Experience of the application of theoretical models and relevant research. • Experience of child protection work. • Experience of court work. 	<p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>D</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A</p> <p>A/I</p>
<p>Qualifications</p> <ul style="list-style-type: none"> • CQSW, Diploma in Social Work, CSS or equivalent. • To progress to, or be appointed at, G7: successful completion of ASYE programme. • Current HCPC registration. 	<p>M</p> <p>M</p> <p>M</p>	<p>A</p> <p>A</p> <p>A</p>