

# Job Profile

Position Details	
Post	Early Intervention and Outreach Practitioner
Service Area	Children's Services/Early Help/Early Help and Prevention/EH Locality Teams/EH Locality Team East & Central
Reports to	Executive Head of Children's Centre Services
Grade	SO1
Job Family	To be completed by HR

Role Purpose
<ul style="list-style-type: none"> <li>To work as part of the Council early help offer and working within a whole family approach identify and provide support to children and families at the earliest possible opportunity.</li> <li>To provide effective information, advice and sign posting about services for parents and prospective parents</li> <li>To work with community organisations and partners to identify local children experiencing isolation or social exclusion and whose parents/carers might be experiencing barriers in accessing services</li> <li>To provide outreach support to parents and carers, supporting parents to develop more positive parenting skills with vulnerable families as a priority.</li> <li>To involve and consult local families, particularly those in need of support, in the provision and planning of services</li> <li>To work with volunteers supporting their development</li> </ul>

Main Responsibilities
<p><b>Working as part of the councils Early Help offer in identifying needs and providing outreach, support and information for local parents/carers</b></p> <ol style="list-style-type: none"> <li>1.To promote children centre services within the local community, targeting children and families not accessing services they may need.</li> <li>2. To carry out home visits as appropriate</li> <li>3. To undertake joint visits with health visitors, family support workers and appropriate professionals as part of targeted activity to identify and support vulnerable children and families at risk.</li> <li>4. To provide time limited and focused intervention with clear impact measurement contributing to wider case coordination and Early Help Assessments as appropriate.</li> <li>5. To contribute to multi professional meetings as appropriate to support the child and family.</li> <li>6. To develop and maintain strong knowledge of the profile of the local community and the needs of its diverse population enabling the development of tailor made programmes and activities to encourage, enable and support parents – particularly vulnerable and isolated parents to use Children Centres.</li> <li>7. To offer parents and carers assistance and guidance about any aspects of their children's developmental needs that they may be finding difficult.</li> <li>8. To ensure that child protection concerns are reported promptly to the Child Protection Lead Officer in the Children Centre, School or other appropriate agency immediately and that all actions are in accordance with child protection and safeguarding procedures.</li> </ol>

**Involving & consulting with parents/carers**

9. To help new and vulnerable parents, carers and children access activities and groups developing their confidence and self-reliance.
10. To facilitate the involvement of parents/carers in the centre's services.
11. To participate in the children's centres self-evaluation process.
12. To monitor, evaluate and review practice and provision using agreed measure indicators and frameworks, including tracking families progress.
13. To attend regular children centre management and planning meetings and attend regular meetings with midwives, health visitor and other agencies as discussed and agreed.
14. to input data on to the children's centre database.
15. To contribute to evaluation reports, evidencing difference being made and outcomes being achieved.

**Working with Volunteers**

16. to provide support and mentoring for local parent's champions, working within the Local Authority clearly defined parent champions model.
17. To work flexibly. This will involve travelling around a children's centre planning area or operating from a range of venues and delivery sites. Some evening and weekend work will be required.
18. To attend on-going training and development opportunities as identified and agreed with line manager or as required by the Local Authority.

**Generic Responsibilities**

1. Understanding, knowledge and ability to follow guidelines that ensures compliance with Health and Safety at Work, Data Protection and other statutory requirements.
2. Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies.
3. Knowledge and experience of using IT.
4. To undertake any other temporary responsibilities aligned with the overall purpose and grade of the role.

Knowledge, Qualifications, Skills and Experience	Essential or Desirable
<b>Abilities/Experience</b>	E
<ul style="list-style-type: none"> <li>• Experience of planning and delivering positive interventions supporting parents to engage with their children's development and connecting parents into the community, universal and targeted services</li> </ul>	E
<ul style="list-style-type: none"> <li>• Experience of early intervention work with children and vulnerable families</li> </ul>	E
<ul style="list-style-type: none"> <li>• To have at least two years' experience working with children and parents in a community based early years and family support/outreach setting and of working with vulnerable families</li> </ul>	E
<ul style="list-style-type: none"> <li>• Experience of working with families and children from ethnically and socially diverse communities and ability to relate easily to people from a broad range of cultural, religious and racial backgrounds</li> </ul>	E
<ul style="list-style-type: none"> <li>• Experience of partnership and multi-disciplinary working</li> </ul>	E
<ul style="list-style-type: none"> <li>• To have a good understanding of community and child development, children's centres, supporting vulnerable children and families</li> </ul>	E
<ul style="list-style-type: none"> <li>• Good level of practical analytical skills and understanding of data relating to practice to contribute to effective planning and enable</li> </ul>	E

delivery	E
• Ability to implement clear plans which are based on measurable outcomes and communicate these to staff and other professionals	E
• To have an action focused problem solving attitude	E
• Ability to speak a community language	E
<b>Qualifications</b>	
• A relevant professional qualification is required e.g. social work, group work, counselling, a recognised early years qualification, community development, parenting programme delivery	D
<b>Knowledge/Skills</b>	
• To have a strong understanding of disadvantaged communities and how to engage them	E
• To have a strong understanding of and skills in engaging with vulnerable Families	E
• Knowledge of the developmental needs of children 0-5 and school age Children	E
• Knowledge of the ways in which children's development can be affected by the issues and needs of parents/carers and ways in which parents can be supported effectively in their role.	E
• To have strong observation and assessment skills	E
• To be a confident communicator and be able to be an effective member of a multi-disciplinary team	E
• To understand the role of targeted outreach and the use of universal services in providing a preventative and targeted response to need	E
• To be an enabler, connecting vulnerable families into services, building their confidence and social engagement skills	E
• To have a tenacious attitude and approach	E
• To be self-reflective with an outcomes focus	E
• Knowledge and understanding of child protection and safeguarding policies and procedures	E E E
• Understanding of social exclusion and its implications for families and Communities	E
• Excellent IT skills	E

## Main Contacts & Other Information

### Main Contacts:

1. All staff across the Children's Centre planning area
2. Community and Voluntary Organisations
3. Other key professionals.

### Other Information:

This position requires the postholder to undergo a DBS (Disclosure and Barring Service) check.