

Candidate Applicant Information Pack

Haringey
LONDON

Youth Justice-Social Worker



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Foreword from Ann Graham Director of Children Services

Dear Candidate

Thank you for your interest in this opportunity.

We believe our children and young people deserve a great start in life, so we take pride in providing the best levels of protection, safeguarding and care. The Vision is that we will work together with families to ensure that every child in Haringey has the very best start in life, including world class education.

Haringey Council continues to develop as an innovative and supportive employer of choice and rewards staff with a competitive salary, excellent benefits including a retention incentive, generous annual leave and a commitment to professional development. For an overview of our service areas, benefits and career development opportunities, please see [here](#).

We hope that the information contained within this pack inspires you to join us and form part of a Children and Young People's Service that puts relationship based practice at the forefront of our vision for achieving positive change.

If you wish to join an ambitious forward thinking employer and share our passion for innovation in child protection, choose Haringey!

A handwritten signature in black ink that reads "Ann Graham".

Ann Graham
Director of Children Services

About Haringey Council

Haringey is a vibrant place to live with excellent transport links to central London and home to institutions of national and international significance, including Tottenham Hotspur and Alexandra Palace.

We are home to some of London's most desirable neighbourhoods with some parts being the most prosperous in the country, while others are currently undergoing exciting redevelopment and regeneration. Given this contrast, our diverse community requires varying needs and places different demands on the Council. It is therefore essential that our services fully reflect Haringey's diverse population and create real opportunities for all.

An overview of the main ways in which our services contribute to Haringey are outlined below:

- Our social care services for children and their families help people by providing services that are tailored to their individual needs and circumstances, helping them to remain both independent and integrated into wider society as far as possible and safeguarding them when necessary
- Our work co-ordinating and supporting schools helps to produce active, engaged citizens for the future, well-equipped to take their places in society and to contribute to economic and social life
- We have a vital role in keeping the Borough moving by maintaining roads and co-ordinating public transport
- We lead the stewardship of the Borough's environment, including disposing of waste, but also working to tackle climate change
- Our public libraries are both a valuable cultural resource and a civic hub, providing communities with the information and resources they need on a wide range of subjects.



Early Help and Prevention, Targeted Response, Youth Justice and SEND Services

Our Service consists of the following teams:

- Early Help and Prevention
- Targeted Response
- Youth Justice
- SEND

The Early Help and Prevention team's work involves providing universal services to Families whereby they are able to identify their own needs and gain access to the services they need. The Special Educational Needs and Disabilities (SEND) Service advises and supports parents, carers, families, and professionals with the additional needs of children and young people

We recognise that although we have made real progress, we have a lot more work to do in achieving our Vision and Objectives. To be enabled to achieve our Vision and Objectives, we place high value on our employees and recognise the importance of strong supervision support, manageable caseloads and clear career progression pathways. Our employees are our greatest asset and we provide a comprehensive rewards package. Please see [here](#) for an overview of our rewards package.



The Opportunity



HARINGEY YOUTH JUSTICE SERVICE

Children and Young People's Service– Youth Justice Service (YJS)

Youth Justice Service – Job Description

Post: Qualified Social Worker

Grade: SWC – spinal point 32 – 44

Responsible to: Haringey Justice Service Manager.

Responsible for: None

This position requires the post holder to undergo an enhanced DBS (Disclosure and Barring Service) check.

Basic Objectives of Post:

The social worker is a member of the multi-agency Haringey Youth Justice Service and carries out work as requested in relevant plans and within the framework of the council's policies, the Annual Youth Justice Plan, Crime and Disorder Act 1998, Criminal Justice and Immigration Act 2008 and any other relevant Children Acts.

Duties and Responsibilities

- To manage a case load including the full range of referral, community and custodial orders in line with the Youth Justice Board National Standards
- To complete risk and vulnerability assessments and management plans, with an emphasis on reducing reoffending, public protection and safeguarding young people.
- To carry out accurate assessments on, and provide services to, young people who come into conflict with the law.

- To offer a positive, comprehensive and supportive relationship to young people, their families and carers using a range of specialist skills and programmes.
- To work closely with other resources and agencies providing a service to young offenders and provide information on changes in legislation, practice and procedures.
- To work in partnership with multi-agency colleagues and make referrals to specialist workers/agencies within the service
- To prepare and present reports including court reports according to National Standards, actively preventing any delays to the court process whenever possible.
- To ensure all programmes are delivered in line with the Youth Justice Board's Key Elements of Effective Practice and Youth Justice National Standards to young people subject to statutory orders imposed by the Courts, including through-care for young people serving custodial sentences, and post-release supervision.
- To monitor and evaluate the quality of the service offered, altering and/or develop programmes where necessary in the light of results achieved and changing needs of the Youth Justice Service, other agencies, young people, their families and the community.
- To participate in a duty system and respond to calls from other youth offending services/teams, other agencies and partners.
- To attend Youth and Crown Courts as part of a duty rota on a case by case basis
- To incorporate restorative justice principles in your working practice to ensure that the needs of victims are met.
- To maintain accurate and up-to-date case records and statistical information.
- To ensure that the Youth Justice Service case management system is fully utilised.
- To participate in case and personal supervision in accordance with Youth Justice Service supervision and performance appraisal policies.
- To attend training relevant to your development needs.
- To carry out regular risk assessments and use internal and external agencies in managing the risk of dangerousness and re-offending.

General

- To ensure all work is undertaken within an equal opportunities framework and according to the Health and Safety Acts of 1974 and 2015; Equalities Act 2010 and other relevant legislation.
- To undertake any other duties, including working occasional evenings, consistent with the aims and objectives of Haringey Youth Justice Service and the youth justice provision within the Crime and Disorder Act 1998 and the Criminal Justice Act 2008.
- To act at all times in accordance with Haringey Council policies and procedures.

Haringey Youth Justice Service – Person Specification

Post: Social Worker

Grade: SWC Spinal point 32 – 44

Responsible to: Haringey Youth Justice Service Manager

The person

The purpose of the job is to supervise young people and their families to reduce offending and re-offending.

These are the qualities we believe to be necessary to do this job. You should clearly show in your application how your skills/experience/potential meet some or all of them, as the short listing decision will be based on our assessment of you against these criteria.

The final assessment will also seek to assess these characteristics.

Education/Qualification:

1. CQSW, Dip SW, degree in social work or diploma in Probation Studies

Abilities/ Experiences:

1. Experience of working with young offenders and the criminal justice system and of implementing the Children Act 1989 and 2004 and criminal justice legislation..
2. Experience of working with young offenders from a diverse range of backgrounds.
3. Experience of preparing and presenting pre-sentence and other reports.
4. Experience of working within a multi-disciplinary framework.
5. Experience of working within an equal opportunities framework.
6. Ability to recognise and deal effectively with safeguarding issues

Communication Skills:

1. Ability to present information and write concise and comprehensive reports, letters etc.
2. Ability to communicate effectively and sensitively by telephone, in writing and face to face with a wide range of people including young people, their families, other agencies and professionals, in a variety of settings.

Administration/Organisational Skills:

1. Ability to work effectively under pressure and prioritise appropriately.
2. Ability to maintain effective case records and monitor work and outcomes as required.
3. Ability to use a variety of IT packages and a good level of IT skills

Knowledge/Skills:

1. Understanding of a range of diversity issues as they affect young people involved in offending.
2. Ability to keep up to date with current debates, legislation and guidance in relation to youth justice and mental health issues.
3. Knowledge of specialist intervention skills to address offending behaviour.
4. Ability to operate effectively in a multi-disciplinary service.
5. Ability to complete risk and vulnerability assessments and management plans.

Other Requirements:

1. Ability to work flexible hours including occasional weekends and evenings.

The range of competencies applicable to the post is:

Self-development and Learning

- Making positive use of supervision and performance appraisal
- Participating in relevant training courses to enhance skills.

Team Work

- Participating in and contributing positively to team meetings
- Facilitating and promoting change

Self-discipline and Organisation

- Ability to organise and prioritise workloads

Networks and Partnerships

- Ability to identify and liaise with relevant partners/resources.

Communicating Effectively and Appreciating Diversity

- Ability and skills to communicate with a range of individuals and groups in both verbal and written forms
- Valuing diversity

Customer Focus

- Completing accurate assessments of young people and their families
- Forming effective relationships with young people and their parents/carers in an individual and group work setting.
- Providing services to the Courts

Criminal Background Check

Safeguarding children and adults is of utmost importance to Haringey Council. The Council requires employees to abide by legislation and best practice to enable Haringey to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Equality and Diversity

Haringey Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff and partners.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Our Values and Behaviours



Embedded in methods of operation and approach is the Haringey Council Values and Behaviours. These clearly communicate the method in which we successfully deliver our objectives and ensures all staff share a common purpose.

We want our future employees to reflect the values of:

Human

- We make it easy to deal with us
- We ask our customers what they think and listen to what they say
- We are aware of our impact on others
- We build trusting relationships
- We are honest and supportive
- We are passionate about difference

Ambitious

- We compare our performance with the best
- We continuously improve
- We are curious and innovative
- We look for different ways to do things
- We are brave
- We embrace change

Accountable

- We deal with things without being told
- We keep our promises
- We give credit where credit is due
- We spend taxpayer money as carefully we would our own
- We solve problems
- We all do our fair share

Professional

- We resolve matters the first time
- We serve others as we wish to be served
- We have the right skills
- We take pride in what we do
- We care about our reputation
- We are business-focused

Our Services and Leadership

The Council is led by the Chief Executive Zina Etheridge and a Senior Management Team who provide leadership to the authority and individual service departments:



The following is the list of the Senior Management Team and their Directorates:

- Director of Housing, Regeneration and Planning: Helen Fisher
- Director of Finance / Interim Chief Finance Officer (Section 151): Jon Warlow
- Director of Children's Service: Ann Graham
- Director Adults and Health: Beverley Tarka
- Director of Environment and Neighbourhoods: Stephen McDonnell
- Director for Customers, Transformation and Resources: Richard Grice

Children and Young People's Service Structure



Thank you for your interest in Haringey Council.