

Role Title: EET Practitioner

Salary: Band 8/ SO1

Location: Bradford

Report to: Team Manager, Leaving Care or equivalent

About Us

Bradford has created a new Children and Families Trust, which has been commissioned by Bradford Council to deliver a wide range of services for children, families and young people on their behalf. The Trust is accountable for determining how outcomes of these services are achieved and for the day-to-day running of commissioned children's services.

This is an important opportunity to renew our approach to delivering the support that Bradford's children, young people and families in need, by renewing services and creating a new organisation. We are bringing the mindset, dynamism and energy of a start-up together with the national expertise and determination of the Trust's Board, senior leadership and our colleagues' practical experiences of providing children's services in Bradford.

As a new organisation, Bradford Children and Families Trust has established our own purpose, vision, and outcomes for what we aim to achieve.

Our vision: For all children and young people in Bradford to be safe and able to realise their full potential.

Our purpose: To provide high-quality services with partners that help safeguard, support and promote the welfare of children, young people and families across the Bradford District.

We will achieve this through continuous improvements in our services and positive collaboration with our staff, our partner organisations.

Role Summary

To support children and young people preparing to leave care, and those who have left care, to successfully engage in Employment, Training and Education. To develop and deliver training and workshops in small group settings. To provide Careers and Educational Information, Advice and Guidance for young people and support access to a range of opportunities to support their effective engagement in ETE by identifying services and maximising the positive engagement of young people into opportunities to support them in Education, Training and Employment.



Main Duties and Responsibilities

- Support children in care and care leavers to access appropriate education, training, employment or work focused project activity.
- Develop understanding and up to date knowledge of employment trends and of the particular challenges facing care experienced young people.
- Organise and support the delivery of engagement activities in the community within education and outreach settings.
- Build and maintain networks of key stakeholders: employers, training providers, Job shops, schools, universities and colleges to maximise opportunities for participants.
- Consult with young people to enable assessment of needs of the client group and engage them in the design and delivery of services.
- Develop a sound knowledge of local and national policy and initiatives in the Information Advice and Guidance (IAG), functional skills, employability, and skills sectors.
- Gather information about local needs to ensure that provision is responsive and co-ordinated and benefits from the input of specialist IAG knowledge and record and monitor progress accordingly by a tracking mechanism.
- Plan workload and manage own caseload of young people and day to day activities, including managing and assessing risk and personal safety, and monitor and evaluate the progress of individual young people.
- Identify and assess young people new to the Care Leaver service, understanding issues related to employment, education and training and support PEP and EHCP continuation to the appropriate key stage.
- To provide a single point of contact, both internally and external to the Trust, to develop relationships and establish effective joint working protocols and agreements.
- To prepare specialised reports and referrals for partner agencies to detail outcomes of delivery and to facilitate the securing of further funding.

Undertake additional / alternative activities as required to meet Service and Trust needs.



About you

We are looking for applicants who can demonstrate that they meet the following requirements:

Qualifications:

Holds a minimum Level 4 qualification in IAG or teaching/training or above or equivalent gained work experience.

Skills Required:

- Ability to achieve targets and positive outcomes for customers.
- Ability to meet service objectives.
- Ability to deliver flexible employability support.
- Ability to promote and market programmes/services.
- Ability to plan and prioritise individual work to meet deadlines.
- Ability to work alongside all stakeholders to ensure a co-ordinated approach and delivery.
- Ability to engage with young people and encourage participation in opportunities to facilitate empowerment and independence.
- Ability to chair PEP (Personal Education Plan) meetings, review learning outcomes and set new targets, liaise with attendees and ensure necessary paperwork is completed.
- Ability to monitor financial expenditure and ensure spending is within budget.
- Ability to deal with conflict situations using a calm and composed approach.

Knowledge required:

- Significant knowledge of a range of job search techniques.
- Significant knowledge of the labour market in Bradford, including growth sectors and trends.
- Significant knowledge of barriers to employment & learning.
- Significant knowledge of the diversity of cultures in the communities of Bradford.
- Significant knowledge of the particular needs of care leavers.

Experience:

- Significant experience of caseload management to achieve positive outcomes.
- Significant experience of assessing learner needs and providing appropriate support.
- Significant experience of working proactively with a wide range of stakeholders to achieve positive outcomes.
- Significant experience of working in a range of community settings.
- Significant experience of preparing and presenting reports.



Behavioural and Other Related Characteristics:

- Actively promote equality, diversity and widening participation.
- Positive attitude towards managing change and the achievement of targets.
- Willing to carry out all duties having regard for an employees' responsibility under the Trust Health and Safety Policies.
- Flexible, adaptable, creative, and innovative.
- Commitment to self and team development.
- Actively demonstrates the Trust values as part of everyday working.
- Carrying out all duties in accordance with professional service standards.
- Demonstrating an inclusive long-term approach, with a commitment to engage with young people proactively and restoratively.
- Patient and showing empathy whilst setting out clear expectations of progress and achievement.
- Willingness to actively participate in training and development activities to ensure up to date skills, knowledge and continuous professional development.

Safeguarding Responsibilities

Bradford Children and Families Trust is committed to safeguarding and promoting the welfare of all children who use our services and as such expects all staff to share this commitment.

Successful applicants will be required to complete the relevant safeguarding checks. An enhanced level DBS will be requested.

We are an equal opportunities employer.

