

Role Title: Personal Advisor
Salary: Band 8/ SO1
Location: Leaving Care
Reports to: Team Manager 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 provide support services for children and families aged 16 -25, ensuring you work within legal frameworks and policies and procedures appropriate to the service.
- To work in partnership with other professionals involved with the children and their families.
- Respond to children and families in crisis and to ensure the safeguarding needs of children and young people are met.



Main Duties and Responsibilities

The main focus of work will be to support young people who are “Looked After” (in care) or have recently left care to consider all the important component parts that make up their individual lives, in order to maximize their life opportunities and reach their full potential. Key Accountabilities

- To facilitate, directly and indirectly the assessment of need, engaging with the ongoing monitoring and reassessment of need, engaging with the ongoing monitoring and reassessment of need over time.
- To give practical, personal and emotional support to children, young people in order to meet assessed need; to maintain and promote their health, physical, emotional development and wellbeing. This may include domestic tasks and transporting where necessary.
- To specifically support and advise young people leaving care in key areas including health, benefits, education, training, employment, accommodation/housing and personal well-being.
- To identify and support young people to overcome barriers to learning.
- To enable and empower young people to make decisions in their lives and to self-advocate
- To advocate on behalf of young people who do not have the skills to do this.
- To facilitate the construction of a Pathway Plan, from the assessment which establishes a viable response to established need over time.
- To develop Personal Action Plans with Young People.
- To encourage young people not only to fully engage with developing their individual plans, but to participate in the development of the service as a whole.
- To be prepared to work in a variety of ways, apart from direct work with individuals, for example in groups, running "Drop ins" etc.
- To work alongside colleagues both within Social Services and from other agencies, and to engage with significant people in the young person's life (members of the family, community etc).
- To support young people through times of major transitions from childhood to adulthood and to take responsibility.
- To liaise with others involved to ensure that assessed needs are met within the agreed plans for the child or young person and in a timely way.
- To build up effective interagency networks to have an understanding of voluntary and statutory agencies and an awareness of opportunities within the Local Community.
- To maintain records and write reports as required in accordance with Directorate policy and procedures.
- To carry out a range of practical tasks to assist young people with both planned and unplanned activities.
- To attend meetings as required by the Line Manager, e.g reviews, planning meetings, court etc.
- To maintain an awareness of relevant information and resources that may assist children, young people and their carers.
- To keep abreast of practice developments through reading and attending training courses
- To assess the needs of young people and plan with them to address those needs
- To review and evaluate progress of young people in terms of hard and soft outcomes.



About you

Experience

- Have achieved NVQ level 3 equivalent
- Experience of working in a supportive relationship, with young people
- Experience in working creatively with in various ways young people including young parents
- Previous work experience in either a paid or voluntary capacity working with children, young people and families
- Experience in collaborating with other professionals and agencies for the benefit of the client
- Experience of housing, employment and training issues for young people
- Knowledge of Adolescents and adolescent issues
- A commitment to working relationships which promote and support the clients' developing independence
- A commitment to one's own personal and professional development
- Be able to work as part of a team and be flexible
- Ability to work some evenings and weekends
- Full driving licence and the use of a car or access to a driver and vehicle for work purposes
- The applicant is required to provide evidence of having previously spoken fluently to members of the public in order to meet either the Lower threshold or Advanced threshold level outlined under Special Knowledge above
- Minimum of 2 years continuous experience of working with children and young people

Qualifications

- CRW 3 Level 4 NVQ or equivalent (e.g. Relevant degree, DipSW, RGN, Teaching, Youth and Community etc or equivalent as specified by the service)

Working Conditions

- Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2010 in relation to Disability Provisions.
- Much of the work takes place in family homes and the community, with a degree of autonomy working in relative isolation with unsocial hours e.g. early mornings, evenings, weekends and bank holidays.

Special Conditions

- You will be informed if there is a requirement for the post to have recruitment checks such as DBS check and/or Warner Check



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 DBS check will be requested.

We are an equal opportunities employer.

