

JOB DESCRIPTION & PERSON SPECIFICATION

Job Title:	Outreach Worker
Salary Range/Grade:	£10.70 to £11.53 per hour dependent on experience and qualifications
Hours:	Maximum 37.5 hours/ week all year round – can be discussed
Work Base:	Royal Wootton Bassett
Reporting To:	Children's Service Lead
<p>Main Purpose of Job:</p> <p>The RISE Trust Children's Centres deliver daily services to support families with children under five, to improve outcomes for families and have a positive impact on their lives.</p> <p>To provide Outreach support to parents both within the Children's Centre, community and in the family home.</p>	
<p>Lead Responsibility:</p> <p>The post holder will promote positive interactions between parents and their children to enable them to understand their child's development, develop confidence in their parenting skills and learn parenting techniques in order to improve outcomes for children aged pre-birth to 5 years. This will include enabling and empowering parents to overcome life challenges eg finances, illnesses (inc mental health), disability, relationships/domestic abuse, education and employment.</p>	
<p>Key Task List:</p> <ol style="list-style-type: none"> 1. To plan, deliver and evaluate a range of early help interventions based on five to thrive, trauma informed support, including child development, parenting, relationships and literacy. 2. To provide frequent in-home, community, phone and virtual support for families covering all areas of need inc young parents, through developing positive enabling relationships. 3. To develop multi-agency working (eg. midwives, Health Visitors, settings, schools and Social Workers) in relation to clients including the ESA process and Early Help as appropriate, in order to ensure an effective Team Around the Child is in place. 4. To conduct risk assessments, graded care profiles and ROSPA safety checks in family homes in order to keep children safe. 5. To signpost and refer families needing to access other services (eg CAB, IAPTs, food banks and donations of clothes etc), advocating for families where necessary. 6. To support parents to self-refer ensuring families are welcomed through a non-judgemental and easily accessible system. 7. To work flexibly as part of a highly committed team of professionals, who are entirely focused upon improving the lives of children and families in north Wiltshire. 8. To keep accurate and up-to-date records electronically (chronological case recording, outreach e-files, action plans etc) ensuring child's voice is evidenced. 9. To regularly review family progress and record data in line with key performance indicators ensuring deadlines are met. 	
<p>Job Activities – Standard Terms Common to all Job Descriptions</p> <ol style="list-style-type: none"> 1. To work within the RISE Trust's Child Protection & Safeguarding Policy because 	

safeguarding and promoting children's welfare is a priority in all aspects of the Trust's Delivery Plans. Any safeguarding concerns should be immediately reported to the Chief Executive of The RISE Trust using the Trust's alert process.

2. To undertake any other reasonable duties which are commensurate with the grade and responsibilities of the post as directed by the Chief Executive Officer in accordance with the objectives for the Children's Centre operational plans. The RISE Children's Centre exists to respond to the needs of individuals, consequently many of the tasks and responsibilities are unpredictable and varied. It is therefore expected that all staff will work in a flexible, resilient and confidential manner when required, undertaking tasks that have not been specifically covered in their job description - for example answering centre phones, covering centres in colleagues' absence, locking up building.
3. To promote the organisation's strong commitment to Equality, Diversity and Inclusion.
4. To promote the organisation's quality assurance systems.
5. In discharging the duties of the post to have due regard for the provisions of Health & Safety at Work legislation, as detailed in the Health & Safety manual.

The RISE Trust is a Christian community charity which is totally diverse and inclusive.

***This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
In accordance with safer recruitment protocols, we will request references in advance of interviews, for shortlisted candidates***



PERSON SPECIFICATION		
Factors	Essential	Desirable
Qualifications	NVQ Level 3 in a relevant subject appropriate to the role – health & social care, Early Years etc	Willingness to work towards qualifications in childcare & education.
Experience / Knowledge	An understanding of family's needs and an ability to deliver good quality support interventions. Minimum 2 years experience working with children and families. Good knowledge of child development and the EYFS.	Early year's childcare and education experience. Experience of delivering interventions Working within a team and supporting others
Skills/Abilities	Ability to communicate, verbally and in written form with children, parents and carers, colleagues and representatives from outside agencies. Ability to role model and facilitate safe and creative play linked to the EYFS. Working knowledge of using IT including Outlook, Word and Excel. Commitment to safeguarding, equality, diversity and inclusion opportunities and anti-discriminatory practice with the ability to engage with individuals from a range of backgrounds. Ability to work on own initiative – manage your own diary in a time efficient manner	Able to respond to the changing needs of the organisation. Prepare and deliver training materials
Personal Qualities	Passionate about social action and outreach in the community. Ability to communicate effectively with a broad range of people, from families to Senior Managers. Non-judgemental approach. The ability to prioritise workload and meet deadlines whilst under pressure, working in a fast-moving environment. Responsive to change and new ideas; adapt to new systems. Adopt flexible working pattern to meet the needs of the service and families. Enthusiastic and motivated who works to a high set of principles. The ability to be solution focused, tolerant, patient, kind, warm, empathetic, friendly and with a positive 'can do' approach. Ability to work as part of a team.	The ability to empathise with parents/carers. Car Driver and access to car essential. Sense of humour.

The RISE Trust Christian values	The RISE Trust is a Christian Charity and Christian values underpin the RISE Trust's approach to social action within the community. We would therefore politely request the person is respectful of our prayer with and for staff, volunteers and service users, as and when appropriate.
<i>“Through unconditional love, commitment and passion we seek to enable all children, young people and adults to be the best they can be.”</i>	