

## JOB DESCRIPTION

### Family Worker Disability – Options Fife



#### JOB PURPOSE

To provide needs-led, person-centred support to families with a young people who have disability and/or autism spectrum condition to help enhance parenting capacity and enable children to remain safely at home cared for by their parents.

#### PRINCIPAL ACCOUNTABILITIES

- Assist in the assessment, planning, delivery and evaluation of services with families and other key people.
- Develop positive working relationships with families, based on empathy, respect and unconditional positive regard.
- Support parents to embed realistic and sustainable family routines that take culture, values and children's abilities into account
- Support parents to build on their parenting and caring skills
- To advocate for families and help parents to self-advocate
- Develop positive relationships with other professionals to help meet families' needs.
- Contribute to reports and maintain accurate records.
- Support people with administering medication and with personal care as needed
- To utilise person centred planning techniques and tools, and range of practice methods/interventions with individuals and families.
- To work alone and collaboratively with team members to provide practical support to children, young people and carers, at times when support is needed.
- To plan, design and deliver appropriate individual and group work using innovative and creative approaches.

#### Quantifiable responsibilities

- Accountable for petty cash transactions.

#### SCOPE OF PLANNING AND ORGANISATION

The post holder reports to the Service Manager.

Work is allocated by the line manager.

The post holder will have some autonomy to manage their diary, in order to respond to families' needs.



The post holder will largely be lone working in families' homes.

The post holder will be part of a team around a family and will be expected to update the team as needed, with significant information passed on to the Service Manager.

Planning with children, young people and parents will take place quarterly at a minimum.

Work will be undertaken within the context of the service ethos, policies and approaches.

The post holder will work in a way that is inclusive and enabling, seeking opportunities to hand back power and responsibility to parents.

### **SCOPE OF JUDGEMENT AND DECISION MAKING**

The post holder will use well-established interventions. They will need to exercise judgement about "good enough" parenting and be able to challenge parenting practices appropriately and effectively.

On a daily basis, they will need to make decisions about how little or much to support a parent or child with a specific task and monitor progress. They will have access by telephone to the Service Manager and/or the On-Call Manager for support and guidance as needed. Additionally, the post holder is expected to liaise with other workers in the families' team to ensure a consistent approach.

### **RELATIONSHIPS**

#### **Internal**

- Direct contact with Service and co-workers.
- Direct contact with other Aberlour services based in the same building. Relationships are essentially within the service.
- May participate in cross-organisation groups and with other services nationally through training and learning opportunities.

#### **External**

- Contact with Social Work, Education, local community groups and other universal services.
- Promote and present the work of the service through events and other opportunities.
- Act as an advocate where needed for parents or children.

### **QUALIFICATIONS**

A relevant professional qualification at level SCQF 7 or above (for example: SVQ3 Care plus an HNC)

or



Equivalent knowledge acquired by other means (this will not apply where there are externally specified qualifications for the post e.g. SSSC)

### **EXPERIENCE**

Experience of direct work with children and families.

Ideally experience of working with children or adults with a learning disability and/or autism spectrum condition

### **KNOWLEDGE/SKILLS**

The post holder should have knowledge around the key legislation and policy regarding children and young people in Scotland

The post holder should be able to demonstrate knowledge on human development and learning

#### **Skills:**

- Communication - listening, verbal, and written including report writing
- IT skills including communications and office applications

#### **Ability to**

- Communicate at various levels to ensure shared understanding
- Manage own time particularly to ensure that records are accurate and up to date
- Be willing to learn from and with families
- Tailor your approach to different families' needs and wants by being flexible, adaptable and creative in your approach to work
- Be willing to engage effectively in training and learning opportunities

### **JOB CHALLENGES**

- Helping to meet the competing needs of all members of a family
- Remaining strengths-based and promoting positive behaviour when presented with behaviour that challenges

### **Additional Information**

The service is available between 07.00 and 22.00, 7 days per week. All staff are expected to take a full role in the service rota.