| Role Structure | Role Details |
| --- | --- |
| Directorate: | Children & Young People |
| Grade: | HC07 |
| Location: | Hereford |
| Responsible to: | Team Manager |

# Job Description

# SAFE Young Person Worker

**Get Safe Team**

## Main purpose of the role

To work as part of a specialist SAFE Team identifying and supporting children and young people involved in missing episodes and/or exploitation and who are vulnerable to missing/exploitation within Herefordshire.

You will work in close partnership with the Child Exploitation Police team from West Mercia Police and other statutory agencies.

* To lead on statutory return home interviews following a child or young person’s missing episode.
* To carry a complex case load as a specialised SAFE young person’s (yp) support worker of children and young people within the county who are at the highest risk of exploitation.
* To establish professional relationships and behaviours that safeguard children and young people and empower them to make positive changes.
* To be persistent, endeavouring to meet the children and young person and offering them a non-judgemental safe space to talk.
* To advocate for children and young people’s wishes and best interests.
* To develop dynamic interventions and support packages that best support young people at risk of exploitation.
* To effectively safeguard young people going missing from home or care by recognising, responding to, and escalating safeguarding concerns in line with safeguarding children procedures and Working Together arrangements.
* To attend care planning, strategy and other multi-agency meetings when required.

To signpost and complete referrals for young people into support services and/or positive activities

| Key Duties and Responsibilities | Frequency of Task |
| --- | --- |
| * To effectively safeguard children and young people going missing from home or care by recognising, responding and escalating safeguarding concerns swiftly and efficiently, in line with our safeguarding policy | * Daily |
| * To share information with partner agencies in accordance with legal requirements and local information sharing agreement | * As required |
| * To engage persistently, quickly and effectively with individual young people who have gone missing from home, placement or school | * Daily |
| * To deliver statutory, independent return home interviews for young people, in order to listen to their needs, ensure their voice is heard, protect them from harm and improve their emotional well-being | * As required |
| * To complete Return Home Interviews (RHIs) within 72 hours of the young person returning from a missing episode in line with statutory guidance | * As required |
| * To ensure that issues identified during the RHI are effectively shared with the allocated social worker and recorded within Mosaic in a timely manner | * As required |
| * To ensure that the missing service gains feedback from children and young people in order to continuously improve the service | * As required |
| * To maintain at all times a courteous, helpful and polite response to children, parents and carers and to ensure that individual needs are recognised and supported | * Daily |
| * To offer advice and guidance to parents and carers in regarding the missing procedure and safety planning | * As required |
| * Direct Work – Carry a complex caseload of children and young people | * Daily |
| * Intensive direct work with children and young people | * As required |
| * Specialist planned interventions covering a range of specialist educative subjects and practical support | * As required |
| * Actively contribute to Safety Planning | * As required |
| * To liaise with relevant agencies in the implementation of the specialised support programme | * As required |
| * Within this work directly with children, young people and their families/carers promoting their safety | * Ongoing |
| * Thinking creatively to get children and young people to engage with support – planning, delivering and evaluating that support throughout | * Daily |
| * Where necessary, targeted group work | * As required |
| * Brief interventions/crisis sessions (etc. substance misuse) | * As required |
| * Identify and respond effectively to a range of safeguarding issues | * As required |
| * In cases of Police investigation, giving additional support to young victims/perpetrators to make sure their voices and views are heard, and that they are supported and protected before, during and after a court case | * As required |
| * Recognise harm and risk indicators of different forms of harm to children/young people through exploitation (sexual, criminal, modern slavery, trafficking, online etc) | * Ongoing |
| * Recognise the range of adult behaviours which pose a risk to children and young people | * Daily |
| * Recognise that children and young people have the potential to be perpetrators of abuse (alpha victim) and the complexities this will have on support | * Daily |
| * Supporting children and young people through positive educative support to promote their safety and wellbeing with the goal to lead healthy, purposeful lives with reduced risk and increase resilience | * Ongoing |
| * Support the team to deliver training in-line with Team training | * Ongoing |
| * Complete and contribute to NRM referrals as necessary | * As required |
| * To be personally responsible for uploading and updating information on to the specified council business system(s) and maintaining a high standard of record keeping and completion of all necessary administrative procedures | * Ongoing |
| * To maintain a knowledge and expertise of the work of the Directorate to contribute to the development of services and the development of best practice systems and protocols which support the delivery of a quality service and reflect any changes required | * Daily |
| * To maintain and develop effective working relationships with partner agencies to support the protection of young people from harm | * Daily |
| * Work in partnership with workers from key service providers to ensure that young people receive sensitive and timely services in line with good practice guidance for exploited children and young people and safeguarding | * Daily |
| * To advocate with and on behalf of young people in decision making arenas and processes | * Daily |
| * To work collaboratively with statutory partners in gathering and sharing information to disrupt the exploitation of young people in the Community, identifying hotspot areas and risky adults | * Daily |
| * To contribute to the projects’ learning and development, through producing material for regular monitoring and evaluation, attending training days, practice seminars and case reviews | * Daily |
| * To possess a knowledge of Police tactics for the disruption of exploitation | * Daily |
| * To use reflective supervision/team meetings to research and seek guidance on own professional limitations, seeking advice from a range of sources where necessary (Senior Practitioners) within Social Care and beyond | * As required |
| * To use highly developed specialist knowledge to advise other members of staff about risks, methods of intervention | * As required |
| * To have the confidence to professionally challenge and escalate within own agency and beyond when necessary | * As required |
| * To inform Operational groups on county wide risks, hotspots, methods of grooming etc | * As required |
| * To discuss children and young people at multi agency meetings where RMM not working and suggest ways to move forward | * As required |
| * Participation in multi-agency meetings, including provision of written and oral reports, presentation of cases and support plans | * Daily |
| * Daily liaison with police colleagues with regards to the management of actions relating to missing young people | * Daily |
| * Attend and present at the Prevent and Disruption group | * Monthly |
| * Attend and facilitate training sessions | * Monthly |
| * Attend risk management meetings and be an active part of the risk management process | * Daily |
| * Attend meetings on behalf of the SAFE Senior Practitioner | * As required |
| * Attend missing intervention meetings for children who are placed in Herefordshire from other counties | * As required |
| * Be an active part of police criminal investigations in relation to exploitation | * As required |
| * Provide intelligence to assist the identification of exploited children and risky adults within the county | * Daily |
| * Provide advice and support to children services staff, education providers and parents | * Daily |
| * To keep full, accurate and up to date records | * Daily |
| * Complete Return interviews with young people | * Daily |
| * Complete direct work with young people | * Daily |
| * Liaison with social workers from other local authorities regarding children placed within the county | * Daily |
| * All administrative tasks regarding the missing process | * Daily |
| * To attend complex strategy meetings | * As required |

**Person Specification**

| **Requirements** | **Essential or Desirable** | **Identified by**  **A – Application I – Interview** |
| --- | --- | --- |
| **Qualifications and Training** | | |
| * A relevant qualification in child care, child development, youth work or related field to NVQ level 3 (or equivalent) | Essential | A, I |
| * A detailed knowledge and understanding of the relevant legislative framework relating to exploitation, missing and care leavers | Essential | A, I |
| * GCSE grade C or above English and Maths | Essential | A, I |
| * Training relevant to working with adolescents and young people who may need considerable practical and emotional support | Essential | A, I |
| * Understanding of child and adolescent development | Essential | A, I |
| **Experience & Knowledge** | | |
| * Experience of working with young people at risk of exploitation | Essential | A, I |
| * Experience of working with adolescents or young people both individually and in groups | Essential | A, I |
| * Experience of working with young people with complex needs | Essential | A, I |
| * Experience of inter-agency working | Essential | A, I |
| * Experience of working with young people and families facing difficulties in which domestic violence, drug and alcohol misuse, mental health problems, disability, and child neglect and abuse feature | Essential | A, I |
| * Experience of working directly with children and young people, including those who may be at risk of exploitation, go missing or self-harm | Essential | A, I |
| * Experience of mentoring | Essential | A, I |
| **Skills and Abilities** | | |
| * Able to motivate others | Essential | A, I |
| * Approachable | Essential | A, I |
| * Good verbal and written communication skills with the ability to provide accurate, timely and concise records and reports | Essential | A, I |
| * Ability to work as part of a team | Essential | A, I |
| * Ability to handle confidential issues appropriately | Essential | A, I |
| * Organisational skills | Essential | A, I |
| * A high degree of emotional intelligence | Essential | A, I |
| * Ability to plan, prioritise, manage caseload to agreed targets and good time management skills | Essential | A, I |
| * Good interpersonal skills and the ability to work in partnership by relating to a wide variety of people, professions and organisations | Essential | A, I |
| * Ability to recognise and manage complex and stressful situations and environments, to work on own initiative and under supervision | Essential | A, I |
| * Computer literate, including use of Office and case recording systems | Essential | A, I |
| **Other Factors** | | |
| * A flexible attitude to work to include some out of hours weekday visits | Essential | A, I |
| * Requirement for lone working | Essential | A, I |
| * A commitment to personal and professional development | Essential | A, I |
| * To be motivated and be able to motivate others | Essential | A, I |
| * A commitment to involving and consulting young people | Essential | A, I |
| * Ability to travel freely throughout the country | Essential | A, I |
| * Commitment to council’s ethos of equality and inclusion | Essential | A, I |

All council staff have a duty to promote the welfare of children, young people, and adults with care and support needs at risk of abuse and neglect who cannot take steps to protect themselves. Ensuring you attend mandated safeguarding children and safeguarding adults training to enable you to recognise the concerning behavior, know how to talk about it, and consent/duty to share information effectively. You will also learn about the legalities and procedures the social care staff can take.

## Our Values and Behaviours

The council’s THRIVE core values are our guiding principles and beliefs that shape our culture and behaviour within the council. ​They help us to achieve our Council Plan vision “do our best for Herefordshire” acting as our DNA and the “way that we do things around here”. We expect all colleagues to act as a role model by living our values and setting an example for others. ​Our values strive to promote a thriving workforce by fostering a culture of trust, being honest and responsible, inclusive, valuing people and resources and leading with empathy.

**Trust -** Developing and maintaining relationships based on a culture of transparency and open communication. Supported by integrity and the confidence that you are reliable and fulfil commitments.

**Honesty -** Demonstrating truthfulness, integrity, and transparency in all communications, decisions, and relationships. Being trustworthy, reliable, and accountable for your actions. Acting with sincerity and fairness, even in challenging situations.

**Responsibility -** Taking ownership of individual and collective actions, decisions, and delivering on commitments. Being reliable, fulfilling obligations and being accountable for outcomes and results. Proactively contributing to the achievement of your own, the team and council goals.

**Inclusivity -** Embracing diversity, equity and inclusion by recognising and valuing the unique perspectives, backgrounds and experiences of our staff, customers and residents. Creating an environment where every individual is valued, respected and can belong.

**Value -** Upholding high standards, ethics and integrity to guide our actions and decisions. Demonstrating commitment to creating and delivering value in our work by recognising and appreciating each other, our resources, processes, customers, community and environment.

**Empathy -** Demonstrating a genuine and caring understanding of others' feelings, perspectives, and experiences. Listening attentively, acting with compassion, supporting with respect and kindness and considering the impact of our actions on others.