



Job Description

This form is used to provide a complete description of the specific job (or role) and defines the skills, knowledge and abilities required to undertake the job.

Job Title:	Strengthening Families Practitioner- Corporate Parents		
Job Family:	Integrated Strengthening Families Services	Salary Grade:	TBC
Service:	Children's Services		
Political Restriction:	This position is not politically restricted.		
Primary work location(s):	Home based with regular travel to the Islands		
Working hours:	37 hours per week	Standby duties:	Some evening and weekend work may be required to support families or attend events.
Working pattern	Monday – Friday, 09:00 – 17:00, 30 mins lunchbreak		
Managed by:	Head of Children's Service		
Line manager for:	This role has no line management responsibility		
Financial accountability	There are no budget responsibilities		
Date last reviewed:	23/05/2025		
Approved by (Director):	Director of Children's Services		

Role Purpose:

- The post holder will be responsible for liaising closely with families, education providers, and other professionals, with a focus on the recruitment and support of host families for post 16 young people from the Isles of Scilly moving to the mainland for their education.
- The post holder will be responsible for delivering integrated, evidence-based, child-focused support. They will lead the work on corporate parenting for the council for all children from the Isles of Scilly including care experienced young people, wherever they are placed.

Accountabilities:

Managing Data and Case Recording

- Maintain up-to-date children's records on Mosaic, including case notes, documents, and chronologies to ensure there are accurate records of involvement.

Child and family support

- Recruit, assess and support host families offering advice and guidance where necessary to help them support young people staying with them.
- Advise and report on any welfare concerns the young person is experiencing and ensure there they are given help and advice where needed.
- Liaise with Cornwall Council and other local authorities over care experienced young people from the Isles of Scilly.
- Working with the Virtual Head Teacher to advise and report on any welfare educational or support needs of young people from Isles of Scilly when they're staying on the mainland and ensure they get the appropriate help they require by signposting to other appropriate services.
- Assess potential host families ability to provide a safe, caring and supportive environment where a young person can live whilst they develop independence into adulthood and achieve their educational objectives.
- Develop resources and services to help young people from the Isles of Scilly to prepare and develop into adulthood.

Youth Engagement & Voice

- Encourage growth in self-esteem and realistic self-image for children and young people through involvement in a range of positive experiences.
- Facilitate children and young people exploring and expressing their own feelings, circumstances and options, encouraging them to gain the skills and confidence needed for decision making and self-reliance.

Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within the Council's Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.

Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked). The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.

<input checked="" type="checkbox"/> Significant use of computers (display screen equipment)	<input type="checkbox"/> Driving HGV or LGV for work
<input type="checkbox"/> Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people or objects	<input type="checkbox"/> Any other frequent driving or prolonged driving at work activities (e.g. driving own private vehicle or CIOS vehicle)
<input type="checkbox"/> Working at height/ using ladders on a regular/ repetitive basis	<input checked="" type="checkbox"/> Restricted postural change – prolonged sitting
<input checked="" type="checkbox"/> Lone working on a regular basis	<input type="checkbox"/> Restricted postural change – prolonged standing
<input type="checkbox"/> Night work	<input type="checkbox"/> Regular/ repetitive bending / squatting / kneeling / crouching
<input type="checkbox"/> Rotating shift work	<input type="checkbox"/> Working on/ or near a road
<input type="checkbox"/> Manual cleaning/ domestic duties	<input checked="" type="checkbox"/> Regular work outdoors
<input type="checkbox"/> Undertaking repetitive tasks	<input type="checkbox"/> Continual telephone use
<input checked="" type="checkbox"/> Work with children or vulnerable adults	<input type="checkbox"/> Provision of personal care on a regular basis
<input checked="" type="checkbox"/> Working with challenging behaviours	<input type="checkbox"/> Potential exposure to blood or bodily fluids
<input type="checkbox"/> Work involving food handling	<input checked="" type="checkbox"/> Face-to-face contact with the general public
<input type="checkbox"/> Regular work with skin irritants/ allergens	<input type="checkbox"/> Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/> Work requiring respirators or masks	<input type="checkbox"/> Work requiring hearing protection (exposure to high noise levels)
<input type="checkbox"/> Work with waste, refuse	<input type="checkbox"/> Work with vibrating tools/ machinery
<input type="checkbox"/> Other (please specify):	

Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job. Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

Knowledge, skills and experience	Essential /desirable	Assessment Method
Able to speak and write fluent English	Essential	A / I
Strong interpersonal skills, particularly with adolescents and families.	Essential	A / I
Relevant education to degree level or equivalent	Essential	A / D
Experience of working with young people and their families in a relevant professional or voluntary capacity	Essential	A / I
Ability to travel in order to support young people	Essential	A / I
Ability to plan, deliver and evaluate universal and targeted support interventions.	Essential	A / I
Ability to work collaboratively across agencies including health, education, and social care.	Essential	A / I
A level 5 qualification or equivalent experience in working with children and their families across various contexts.	Desirable	A/I
Knowledge of the SEND code of practice and the Children's Act 2004 or be willing to learn quickly	Desirable	A/I

Behaviours/values	Essential /desirable	Assessment Method
Strong communication and interpersonal skills, with the ability to build trust with children and families.	Essential	A / I
Energetic, motivated and self-directed with a commitment to improving outcomes for children and families.	Essential	I

Strong organizational and time management skills are important.	Essential	A / I
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Other requirements	Essential /desirable	Assessment Method
Availability to travel to the Isles of Scilly regularly for meetings.	Essential	A / I
Willingness to work flexibly, including occasional evenings or weekends to meet service needs.	Desirable	I / Pre-employment
Enhanced DBS Check (plus adults/children's barred list(s))	Essential	Pre-employment
2 Satisfactory references	Essential	Pre-employment
Right to work in the UK	Essential	Pre-employment