

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Children's Services

Job Ref Number: 04475

Service Area: Family Adoption Links (Regional Adoption Agency)

Grade: G4

Job Title: Peer Network Coordinator (Pan Regional Adoption Support)

PURPOSE OF JOB:

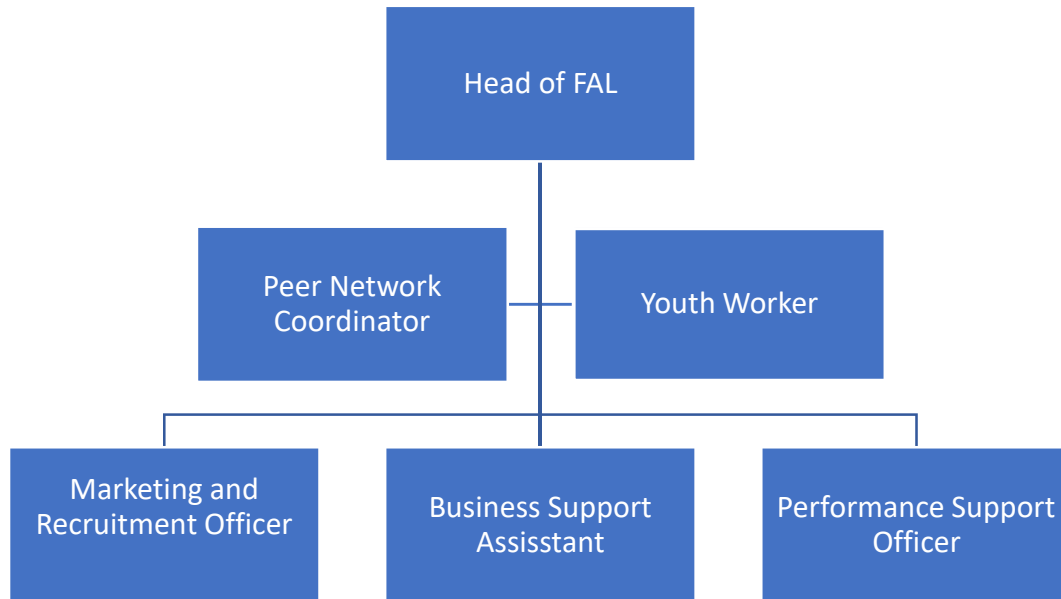
To develop, coordinate and sustain a Family Peer Network across the Family Adoption Links (FAL) region, covering North Lincolnshire, Lincolnshire and Rutland, Leicester and Leicestershire, and Northamptonshire, providing opportunities for adoptive and permanence families to access peer support, share experiences and build supportive networks.

The postholder will lead on the recruitment, training, development and support of volunteer peer mentors and peer support networks, creating a consistent and accessible offer across the region. The role will coordinate a range of peer-led activities, including one-to-one mentoring, support groups, community events and participation opportunities, ensuring families can access support from others with lived experience.

Working closely with colleagues from Adoption East Midlands (AEM), the postholder will support the development of the FAL Family Peer Network by drawing on AEM's established peer support model, sharing learning, resources and best practice to develop a high-quality and sustainable regional offer. The postholder will contribute to pan-regional initiatives and work collaboratively with AEM colleagues to strengthen peer support and participation opportunities across the wider region.

A key aspect of the role is to ensure that the voice, lived experience and influence of adopters, special guardians and young people are actively sought, valued and embedded within service development. The postholder will facilitate opportunities for families and peer mentors to participate in co-production activities, contribute to service improvement and influence the development of adoption and permanence support services.

The postholder will contribute to the planning, monitoring and evaluation of peer support activity, ensuring services are evidence-based, outcome focused and responsive to the needs of families, while promoting collaboration, participation and continuous improvement across regional adoption partnerships.

STRUCTURE CHART:**MAIN DUTIES:**

1.	Develop, coordinate and promote the Family Adoption Links (FAL) Family Peer Network across North Lincolnshire, Lincolnshire and Rutland, Leicester and Leicestershire, and Northamptonshire.
2.	Lead on identifying , training, support and retention of volunteer peer mentors, ensuring appropriate safeguarding, support and supervision arrangements are in place.
3.	Coordinate the matching of peer mentors with adopters ensuring support is responsive to individual needs and circumstances.
4.	Develop and facilitate a range of peer support opportunities, including one-to-one mentoring, support groups, drop-in sessions, workshops, community events and online engagement activities.
5.	Promote and embed co-production and participation, ensuring the voice, lived experience and influence of adopters, young people and peer mentors inform service development and delivery.
6.	Support peer mentors and families to contribute to training, recruitment, service development activities and other opportunities to influence adoption and permanence services.
7.	Establish and maintain effective working relationships with internal teams, regional partners, voluntary organisations and community groups to strengthen support available to families.
8.	Ensure all activity is delivered in accordance with safeguarding, data protection, health and safety, equality and diversity, and relevant organisational policies and procedures.
9.	Attend supervision, team meetings, training and development opportunities as required.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Experienced adoptive parent with a willingness to draw appropriately on lived experience to support and empower other adoptive families	A / I	X	
Good knowledge and understanding of adoption, permanence, attachment and developmental trauma	A / I	X	
Understanding of the challenges, support needs and experiences of adoptive families at different stages of their adoption journey	A / I	X	
Knowledge of the adoption support landscape and the services available to adoptive families	A / I	X	
Ability to build positive and effective relationships with adoptive families, volunteers, professionals and partner agencies	A / I	X	
Ability to recruit, motivate, support and develop volunteer peer mentors	A / I	X	
Ability to communicate effectively, both verbally and in writing, with a wide range of audiences	A / I	X	
Experience of delivering training, workshops or presentations	A / I		X
Experience of supervising, supporting or developing volunteers	A / I		X
Knowledge of regional and national adoption policy and developments in adoption support services	A / I		X
Full driving licence and ability to travel across the Family Adoption Links region, or alternative means of meeting the travel requirements of the role	A	X	

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.