

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Children's Services

Job Ref Number: 04074

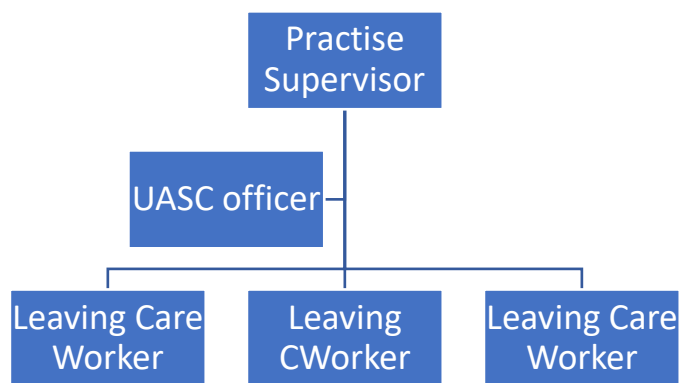
Service Area: Leaving Care Service

Grade: G8

Job Title: Unaccompanied Asylum Seeking Children Worker

PURPOSE OF JOB:

- To act as a key worker within the leaving Care Service in supporting practice and providing oversight and advice in addressing the challenges faced by Unaccompanied Children and CEYP.
- To work alongside qualified social workers and leaving care workers to assess the needs of young people.
- To hold a small case load of complex unaccompanied young people who have additional, or more complex challenges in their lives.
- To manage and unpick the legal complexities in individual cases when supporting Leaving Care workers with Unaccompanied Children.
- To track and understand the position of multiple young people's claims for asylum, and support practitioners in ensuring their claims are expedited effectively.
- To lead and support in the delivery of practice in the Leaving Care service, and to be a subject expert around the challenges facing unaccompanied young people
- To offer support and guidance to external teams, partner agencies, accommodation providers and foster carers supporting our young people.
- To support how we identify suitable placements for children and young people and prioritise the requests
- To liaise and plan with professionals based across the county and oversee and support with placement sufficiency, legal challenges, seeking legal advice and to directly contribute to human right act assessments when young people may have no recourse to public funds.
- To have oversight of, and be a key person in, local and regional operational and strategic forums representing the Local Authority.
- To lead on developing and co-producing resources, services and plans to help meet the needs of unaccompanied children, with a specific focus on planning and sourcing move on accommodation after 18
- Supervising and quality assuring elements of practice undertaken by leaving care workers who support unaccompanied children and young people.
- The role will be pivotal in ensuring a smooth transition between the Children in Care teams and the Leaving Care service

TEAM STRUCTURE:**MAIN DUTIES:**

1	To work within policies, practices and procedures of Children's Services Directorate. To support and provide elements of supervision to a team who holds a case load of unaccompanied children and young people. The role will include direct work with Children and Young People. The Post holder will work in a team in conjunction with the Practice Supervisor/Team Manager through systems such as supervision, appraisal and team meetings.
2	To work collaboratively with colleagues and partner agencies to support unaccompanied young people. To liaise with adult based service and external providers to discuss the arrangement and needs for complex young people.
3	To maintain the performance data for the Annex A and the information in relation to our unaccompanied young people. The post holder will be responsible for maintaining accurate data on all our young peoples asylum claims. They will lead on contributing to the monthly, quarterly and annual data return.
4	To work as part of the fostering duty team, to identify suitable foster placements for children and young people, either in an emergency basis or in a planned way.
5	To work closely with LCC placements with regards to placement referrals. To support with the reviewing of procedures and criteria regarding placement requests and planning move on accommodation if young people achieve their status.
6	Encourage and empower young people to participate in all decision making and processes affecting their lives, and involve the peers and family with workers in this process when appropriate.
7	To work in partnership with young people and agencies ensuring professional boundaries are set and maintained. To work alongside young people in devising strategies and plans that will enable them to achieve and sustain positive outcomes and live happy lives.
8	To work within the young person network and home to help them grow their own strategies and abilities to live healthy lives. This may include practical household tasks, ensuring access to education, training and employment and addressing any risk or behavior that could lead to negative outcomes. This will be done in conjunction with appropriate partner agencies.
9	To offer a support and challenge approach with young people and their networks to bring about change and grow positive opportunities in life. To work across a broad age range within the network of people and professionals which may include other adults and children. May be required to work evenings and weekends as required.

10	In partnership with young people and other agencies carry out whole network assessment and plan to deliver interventions which minimise duplication but coordinate/supplement the plans completed by partner agencies.
11	To participate in Case Conferences and other similar meetings as deemed appropriate by the Practice Supervisor and/or Team Manager. To act as Lead Professional for the young person wherever appropriate to do so.
12	To be part of a duty system acting as the first point of contact for young people over 21 presenting to urgent support.
13	To prepare reports dealing with young peoples abilities and needs and review such plans. Within the leaving care service, the statutory plan is a Pathway Plan. Workers should ensure that the plans are within time scales and that activities and goals are against measurable outcomes, and within the framework of policies and procedures. To keep records and documentation pertaining to meetings and contact with children and families in line with Lincolnshire standards and procedures.
14	To effectively manage the workload, demonstrate good time management. To ensure information on the electronic case management system is maintained accurately and up to date.
15	Participate in learning and development as required by the Team Manager and Practice Supervisor
16	<ul style="list-style-type: none"> • Demonstration of the Council's Core Abilities (at the relevant level): <ul style="list-style-type: none"> ○ Collaborative ○ Adaptable ○ Responsible ○ Eco Conscious ○ Supportive

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
NVQ LEVEL 3 or equivalent. Three years practice experience in a Children's Service, Early Help, Education, Health or Youth Justice field	A I	x	
A Children's Services qualification at degree of PG level (Dip SW, Health, Education, Probation etc.) or equivalent in a related disciplines to Leaving Carer services.	A I		X
An advanced knowledge and understanding of the migration act, and the legal framework surrounding asylum claims and the asylum process	A I	X	
Possess high quality interpersonal skills to recognise, appreciate and work within different organisational cultures and partners to develop local policy and services for UASC.	A I	x	

To be a key team player and work closely with staff members and specialist workers from other agencies, local authorities and organisations to drive the improved delivery of leaving care responsibilities for UASC and other children who have been in care.	A I	x	
Ability to undertake assessments and support professionals in navigating immigration law within minimal oversight	A I	x	
Ability to advocate, negotiate and offer robust challenge to organisations and individuals on behalf of the organisation, young people and leaving care workers.	A I	x	
The Post holder will require excellent written and oral communication skills	A I	x	
Ability to produce and maintain accurate records and high quality reports which will be presented to services, as well as wider forums which are aimed at supporting the Leaving Care service and wider UASC agenda both locally and regionally.	A I	x	
The Postholder will need to have a broad understanding of a range of legislation which affects children in care and care leavers.	A I	x	
Driving license and vehicle available for work.	A	X	
Knowledge of Safeguarding and risk management.	A I	X	
Understanding and knowledge of attachment and trauma.	A I	x	
Positive attitude to the promotion of diversity and equal opportunities.	A I	x	
Proficient information and IT skills to enable effective communication with internal and external agencies.	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.

Job Details:

Job Title	Unaccompanied Asylum-Seeking Children Worker
Identifier	04074
Director Area	Children's Services
Service Area	Safeguarding
Section	Leaving Care Service
Score	474
Grade	Grade 8

Factor Levels:

Supervision/Management Of People	1
Dispersal Awarded	No
Creativity & Innovation	5
Contacts & Relationships	5
Decisions - Discretion	3
Decisions - Consequences	2
Resources	1
Work Demands	3
Physical Demands	1
Working Conditions	1
Work Context	3
Knowledge & Skill	4