

Job Profile

Personal Adviser (Leaving Care)

Grade: 7

Date created: 03.06.2014

About the Job (please refer to the completed example and guidance notes for further information)

The candidate will act as a leaving care adviser. You will work with a caseload of young people developing plans enabling young people to transition successfully into adulthood.

Your core focus will be to work with young people, enabling them to develop independence skills.

You will provide care leavers with practical and emotional support, giving high quality advice and guidance linking young people with more specialised support where appropriate.

You will be committed to working in a multiagency manner, thus providing quality services and outcomes for young people, as they transition into adulthood and independent living.

You will be a skilled communicator enabling you to build up effective working relationships with a variety of young people from different backgrounds.

The role may also at times involve supporting and leading Group Work sessions, and encouraging and developing the participation of young people in shaping the services we deliver.

The ideal candidate will have at least two years experience of working with young people aged 15 – 25. Understanding of some of the key issues facing young people for example housing, benefits, education, training or employment would also be highly desirable.

This is what we need you to do...

- To act as the leaving care personal advisor to a caseload of young people leaving care
- To co-ordinate and manage pathway plans for individual care leavers
- To provide care leavers with practical and emotional support
- To provide advice on housing, careers and finance to care leavers
- To contribute to a multi-agency partnership committed to providing quality services for care leavers and improving outcomes for care leavers

To support Care Leavers to access appropriate and sustainable Education training and employment opportunities

Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome based targets will be developed in conjunction with the post holder and will supplement this job profile.

The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

Special Conditions

You need to hold a current, full driving license which is valid for driving in the UK.

This position is subject to a DBS check (Disclosure and Barring Service check).

Under the provisions of the Local Government Housing Act 1999, this post is deemed to be politically restricted

The ideal candidate will have...

Experience

- A proven track record of good interpersonal and communication skills.
- Experience of working in a multi agency environment
- Experience in supporting vulnerable children and young adults transition towards adulthood.

Knowledge, Skills and Understanding

- Knowledge of the 1989 Children Act and other relevant legislation, regulations and guidance.
- Volume 3 : Planning transitions to adulthood for care leavers
- Children (Leaving Care) Act 2000 :
- Experience of working in a social care setting.
- A commitment to enabling care leavers reach their full potential
- Knowledge of recent developments in social care practice in relation to care leavers
- Assessing young people prepared and ready to leave care
- Contributing to the involvement and participation of young people in the development of their pathway plans and developing creative approaches that will fully engage young people in the planning process.
- Developing relationships of trust with young people in order to increase their self-esteem and confidence.
- Using information technology including use of Word, E-mail, and reading from a database.
- Working within the policies and procedures of GCC, adhering to agreed inter-agency protocol and working to national standards for care leavers.

Behavioural attributes

- Demonstrates Gloucestershire Employee Behaviours.
- Undertakes all duties in a manner, which supports the Council's equal opportunities policy, in relation to service users and staff, treating both groups with respect and without bias.
- Demonstrates adaptability, flexibility and transferable skills and carries out any other unspecified duties which are consistent with the grade and general characteristics of the post.

Education & Qualifications

Essential

- Evidence of continuous professional development.
- Level 3 Qualifications or above

Desirable

- Previous Leaving Care experience
- Experience of completing Pathway plans and working with young people as they transition towards adulthood

There are also a number of generic requirements that are applicable to all employees within the Council. There can be found at the following link:
<http://staffnet.gloscc.gov.uk/index.cfm?articleid=8579>