



JOB DESCRIPTION

Job Title: Family Assessment Worker (bank staff)

Hours: ad hoc.
Working a shift pattern including weekends and bank holidays. A degree of flexibility is required to ensure the effective performance of your role.

Reports to: Team Manager (Family Assessment Workers)

Primary Responsibility

To protect the well-being of children by assessing, assisting and empowering their parents – achieved by having a thorough knowledge and understanding of the requirements and responsibilities placed upon Browning House and its staff by the Children Act 1989 and other relevant legislation.

The person appointed will work as an integral member of the staff team; they will provide support and supervision of parents, on-going observation and accurate record-keeping in order to contribute fully to the assessment process. They will be a self-motivated team player with the ability to work on their own initiative, initiate ideas and engage and work effectively and positively with families and children to achieve positive outcomes.

Key Tasks

- 1 Support and assist parents and families during their assessment in order to achieve positive outcomes.
- 2 Demonstrate a full understanding of and commitment to the purpose of the assessment period.
- 3 Maintain a consistently high level of observation, interaction and communication with parents and support them in establishing appropriate routines.
- 4 Be aware of the safety of parents and children and the security of the house. This includes visitors to the house, when parents leave the Unit and report and record times of departure and return and the name of any visitors.
- 5 Complete diligently and accurately any observations in the daily progress records of all parents.
- 6 Communicate effectively at handovers and ensure information is shared with the staff team.
- 7 Escort parents and children when off the Unit and offer child care as required.
- 8 As the Unit has an assisted medication policy, to be responsible for the observation and supervision of parents administering their own and their children's medication.
- 9 Be aware of and use appropriately Unit technology, CCTV, audio monitor, walkie talkies etc.
- 10 Have awareness and understanding of Unit Policies and Procedures and relevant government guidelines and legislation.
- 11 Contribute to the development of service provision identified with the management team, through appraisal and professional development.
- 12 Participate fully as a staff team member through contributing ideas and opinions in staff meetings.
- 13 Participate fully in the annual appraisal process and to consider personal development needs.
- 14 Maintain professionalism when working with parents and families and liaising with professionals.
- 15 Source and access personal training needs in co-ordination with supervision sessions and appraisals, with a view to maintaining expertise and updating skills or registration status.

- 16 Undertake cleaning tasks to ensure the communal areas and garden are clean and safe, ie filling the dishwasher, sweeping and tidying, washing toys and play pens etc. (in particular if the cleaner is not on duty)
- 17 Encouraging and support parents in developing life skills, washing, cooking cleaning etc.
- 18 In order to ensure maximum efficiency and support of parents and children, bank staff workers may be asked to undertake reasonable duties other than those for which they have been specifically engaged.