

MIDLOTHIAN SURE START JOB DESCRIPTION

JOB TITLE: Family Support Worker

RESPONSIBLE TO: Dads Coordinator

MAIN PURPOSE OF JOB

To provide family support to families attending Midlothian Sure Start projects and to the wider community of Midlothian.

MAIN TASKS

- Provide relevant support and guidance to families when needed in a 1-1, outreach or group setting
- Provide a family support service based on a range of tools including the agreed menu of parenting skills programmes
- Provide family support in a sensitive and non-discriminatory manner based on developing the strengths of the family.
- Encourage parents to exchange skills and share experiences in a supportive way where appropriate.
- Undertake risk assessments in line with the lone working policy of MSS
- Undertake an initial and follow up reviews with families and complete all required paperwork
- Monitor and evaluate the service on a regular basis, providing update reports to the line manager/ relevant funders.
- Input data into the database
- Liaise with the Centre Managers and other professionals to share practice and contribute to the development of Midlothian Sure Start.
- Keep abreast of developments in childcare/parenting and attachment and take part in research activities as required.
- Support the project's capacity to take students.
- Represent Midlothian Sure Start on appropriate panels/forums.
- Carry out any other duties as required by the line manager

EXPERIENCE

- The ability to communicate effectively with children, parents, students, colleagues and staff from other agencies.
- Initiative, creativity, self-direction, self-awareness.
- The post requires a person with a sound knowledge and understanding of the needs of families with young children.
- A person with sound experience in working in group situations and with an understanding of group processes.
- A person who has proven skills in working with parents in building up their self-esteem and confidence.
- A person with the flexibility of making the most of opportunities as they arise.
- The ability to operate as a member of a Team.

QUALIFICATION

An HNC / NNEB, Dip Social Work, Community Work, Community Education, Health or Equivalent qualification is essential.