



JOB DESCRIPTION

DIRECTORATE: FAMILIES AND WELLBEING

SERVICE: EARLY HELP DIVISION

POST DETAILS:

Job Title: Partnership Link Worker

Grade: 6

Location of Work: Time Square

Directly Responsible To: Early Help Support Team Manager

Hours of Duty: 37 per week full time equivalent

Primary purpose and Scope of the job:

To assist the Early Help Support Team Manager to develop and facilitate the continued implementation of the Early Help Assessment (EHA), Team Around the Family (TAF) process and whole family working practice with partner agencies.

This will be facilitated by modelling the provision of tailored and co-ordinated whole family support by working directly with partner agencies within a variety of settings. This includes those families who are already experiencing complex needs and those who will benefit from co-ordinated multi-agency intervention to prevent the escalation of risks and support them to reach their full potential.

WORKING RELATIONSHIPS:

Contact with the teams and staff across the Early Help Division, colleagues within Families and Wellbeing, wider Council Teams and a wide range of service delivery partners including early years, education, health and voluntary sector providers.

KEY TASKS AND ACCOUNTABILITIES

1. To model whole family working to partners and direct them in methods to engage families, manage multiple and complex needs and support multi-agency coordinated support.
2. To support partners in the continued implementation of the Early Help Assessment and supporting documents.
3. To model the behaviours required when chairing a TAF so practitioners can then take on this role confidently and competently.
4. To ensure that the child and family's voice and experience of services helps to inform any assessment, support and intervention relating to them or their family.

5. To ensure that support is integrated around the whole family and child, not services or single issues.
6. To lead and support partners to embed systemic and trauma informed practice when working with families.
7. To track the progress of Early Help recommended assessments and the journey of the TAF process. Challenge partners where whole family support needs are not being met and suggesting ways to remedy this.
8. To support partner agency with the co-ordination of support services for families , particularly those who are working with several different agencies and help them and the family to identify the most appropriate lead agency to continue to support the family.
9. To support the Early Help Support Team Manager in delivery of Early Help training across the borough and offer bespoke training to partners and internal team to embed the Early Help ethos and practices.
10. Be proactive and innovative in modelling family engagement methods to partners to ensure that the service is accessible and supportive to children, young people and families.
11. To support partners to Identify, promote and provide high quality preventative services enabling children, young people and families to meet their potential and improve outcomes.
12. To provide advice and guidance to partners to establish identified needs and signposting to appropriate services and where identified deliver time limited bespoke interventions.
13. To work within appropriate safeguarding policies and procedures and be confident in the application of appropriate interventions/actions.
14. To work as part of the Early Help Support Team, having the flexibility to work across the town as required with evening and weekend work determined by the needs of the families.
15. To carry out all duties with due regard to confidentiality and data protection regulations. This post will include an element of dealing with highly sensitive and confidential information and using a high level of discretion.

General

16. Ensure that all aspects of equality and diversity are reflected in planning and delivery.
17. The post holder must carry out the duties with full regard to all associated Council policies that impact upon the job role.
18. Undertake such additional duties as are reasonably commensurate with the level of this post.

19. To access continual professional development and partake in reflective practice.

REVIEW ARRANGEMENTS:

The details contained in this Job Description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the council will expect to revise this Job Description from time to time and will consult with the post holder at the appropriate time.

Date Job Description prepared/revised:

18.3.26

Prepared/revised by:

Clare Millar
