

Job Title:	Affinity Practitioner
Reports to (job title):	Affinity Programme Manager
Line Manager to:	N/A

Job purpose:

As an Affinity Practitioner you will work in close partnership with Children and Young People, their parents/carers, education and health colleagues to prevent school exclusions across Southend, Essex and Thurrock.

Using a trauma informed approach, the postholder will enable young people to make informed decisions around their own personal development, behaviour, welfare and mental health.

Base

Essex-wide. Area based but agile to meet the needs of Children and Young People

Key responsibilities:

- Serve as a trusted partner and resource for the school community
- Work closely with the schools' leadership team and Healthy Schools Engagement worker providing intensive targeted support to enable Essex schools to make changes that facilitate the emotion regulation of children and young people.
- Serves as a coach working closely with the child / young person and their family to establish and implement a co-produced action plan focused on the development of emotion regulation skills.
- Facilitate Professional Developments for school support staff, students, and teachers.
- Coach and support teachers and support staff on the integration of emotion coaching in their classrooms to develop a trauma responsive approach.
- Coach and support the schools on the implementation of restorative discipline to assure sustainability of this effort.
- Provide coaching, based on the principles on NVR, to build the skills of adults caring for young people presenting with behaviours such as violence, risk taking, aggression or self-destruction.

- Facilitate parent coaching and workshops on the use of emotion coaching and mediation skills in the home.
- Develop authentic partnerships between adults and students

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none"> • Inspire • Understand • Communicate 	<ul style="list-style-type: none"> • Challenge • Improve • Learn 	<ul style="list-style-type: none"> • Accountability • Involve • Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual

orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Relevant undergraduate degree, or evidence of working at degree level.
- Evidence of working therapeutically with children and young people with emotional health needs.
- Demonstrable understanding of the impact of trauma on child development and behaviour.
- Excellent communication skills with an ability to influence both strategically and corporately.
- Proven track record of using professional expertise to deliver strategic objectives and expected outcomes.
- Experience, knowledge and understanding of school practice.
- Effective experience of partnership and inter agency working, including academy sponsors and Free Schools.
- Ability to manage own caseload and demonstrate good time management and prioritisation skills.
- Understanding of using goal based outcomes.
- Experience in the delivery of 1-1 interventions to children and/or young people/parents/carers.
- Active personal commitment to Continuing Professional Development.
- Excellent communication skills with children, young people and adults.
- Demonstrable record of good working practice with children and young people, having a positive impact on their lives and meeting their needs .
- An understanding and belief in the importance of positive mental wellbeing .

- An understanding of child development.
- knowledge of casual factors and management approaches to poor mental health in children and young people, e.g. self-harm, low mood.
- Clear understanding of children and adults safeguarding concerns and the implications for practice.
- Ability to engage sometimes difficult to reach young people in group activities.
- Decision making and the ability to exercise effective judgement.
- Ability to make safe and appropriate decisions in a pressured environment.
- planning, organisational and time management skills.
- Excellent communication and presentation skills written and spoken.
- Problem solving.
- Ability and commitment to working in an inclusive team focused way.
- Networking skills and ability to establish positive working relationships across a range of organisations
- Ability to relate to a broad range of people at all levels
- Excellent admin and up to date skills including use of Microsoft Office email and electronic reporting systems

Desirable

- Restorative Justice Practitioner
- Qualified Teacher Status
- Adolescent to Parent Violence/ NVR trained

Other requirements

- Driving licence and access to vehicle for work purposes

Employee signature

Manager signature
