

Job Title:	Children and Young People Practitioner
Reports to (job title):	Healthy Family Team Leader
Line Manager to:	N/A

Job purpose

To develop positive relationships with children, young people and families which enable them to be engaged, participate, take responsibility and make informed choices and decisions.

To deliver specialist targeted interventions to meet the needs of children, young people and families identified as at risk of poor outcomes or with complex needs.

This post is responsible for

This list is intended to summarise the key responsibilities and is not intended to cover every task that may be required of the role:

- Delivery of the Healthy Child Programme 0-19 pathway at four levels, as delegated by the Specialist Community Public Health School Nurse.
- To plan and deliver engaging personal and social development sessions for young people aged 11-19, covering a range of topics.
- To provide brief intervention and solution-focused support in relation to a range of issues, including emotional wellbeing, exploitation, sexual health, relationships, substance and alcohol misuse, risk taking and anti-social or offending behaviour.
- To establish contact and build sustainable working relationships with young people and families at risk of social and educational exclusion, ensuring the personal and social education needs of young people are identified and met.
- To work in a multi-disciplinary framework with key partners, including the statutory and voluntary sector, in identifying and responding to young people and family needs.
- Delivery of targeted health promotion campaigns, through mediums such as social media and PSHE.
- To work with parents, carers and families to ensure that they are appropriately engaged in the support process and that they know how to access support for themselves and their children.
- To contribute to the delivery of required KPIs to ensure delivery of the commissioned service specification.

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
• Inspire • Understand • Communicate	• Challenge • Improve • Learn	• 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 expect all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with 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

- Educated to degree level, or equivalent experience, in Public Health or Public Health Nursing
- Ability to identify, assess and manage risk and develop interventions to improve health and wellbeing
- High level of understanding of the educational, employment and social care needs of children and young people
- Excellent verbal and written communication skills, with the ability to communicate complex issues in plain language at all levels both within and outside the organisation
- Proven ability to deliver a customer-focused service to defined quality standards
- Experience of managing a caseload of young people from vulnerable groups, and the ability to differentiate clearly between personal and professional roles
- Experience of individual and group work with young people and their families
- Experience of working across disciplines and in partnership with other agencies
- Ability to develop and maintain good working relationships with partner agency colleagues, external bodies and service users
- Highly self-motivated with the ability to work effectively on own initiative to challenging deadlines and work demands
- Able to demonstrate a commitment and ability to promote and safeguard the welfare of children and young people, with the skills to build sustainable professional boundaries and appropriate relationships with young people
- Demonstrable understanding of:
 - the Children Act, the Healthy Child Programme, Choosing Health and other relevant national and local documents

Desirable

- UKPHR or NMC registration
- Experience of preparing correspondence, reports and other documentation using Word, Excel and other PC-based systems
- Ability to plan and deliver staff training/support in specialist areas

Other requirements:

- Driving licence and access to a vehicle for work purposes

Employee signature

Manager signature
