

## Role Profile

### Project Worker, Step Up Step Down

#### Role Details:

<b>Department:</b>	Practice	<b>Team:</b>	Step Up Step Down
<b>Reports to:</b>	Head of Step Up Step Down	<b>Responsible for:</b>	N/A
<b>Contract:</b>	Permanent	<b>Hours:</b>	Part-time-28 hours per week
<b>Salary Range:</b>	£27,405.00 - £32,480.00 (pro rata)	<b>Salary Band:</b>	Band H
<b>Base Location:</b> Belfast	We offer hybrid working and we have an office in Belfast. The successful candidate must be able to travel to the Belfast office as needed as well as attend events and activities across the South Eastern Trust area.	<b>DBS Check Required?</b>	Yes – Access NI check required
<b>Budget Holder?</b>	No	<b>Policy Owner?</b>	No

#### Core Purpose:

The Project Worker will support children, young people and whole families through the delivery of training, nurture-based activities, learning programmes, community supports and family activities. Step Up Step Down is delivered in partnership with children's social care services. As such, the post requires collaboration with voluntary and statutory agencies, and in particular the Health and Social Care Trust. You would maintain relationships with key stakeholders, encourage participation and support quality delivery of the programme in line with project aims and objectives.

#### Primary Objectives:

- Ensure effective project delivery with children, young people, parents, foster carers and their wider communities, including training, nurture groups, family activities and community supports.
- Develop and maintain relationships with families, statutory services, voluntary services, community groups and other key stakeholders

- Ensure delivery of programme aims and objectives by carrying out high quality analysis of stakeholder need and feedback
- Collect and analyse data for evaluation and monitoring purposes
- Ensure young people in the scheme are appropriately safeguarded and that child protection policies and procedures are implemented

## Responsibilities:

1. Develop relationships with birth families, family support foster carers, statutory services, voluntary services, community groups and other key stakeholders, to ensure effective implementation of the project
2. Deliver workshops and facilitate training to support the personal development of children, young people, parents and foster carers, including pre and post engagement support
3. Enable parents and foster carers to access appropriate training, support and activities to build their skills, responsiveness and knowledge base
4. Deliver programmes of activity, facilitating the active participation of children, young people, parents and foster carers
5. Gather feedback and data to support the Project Coordinator with evaluation and monitoring of the project
6. Share good practice with colleagues across The Fostering Network and other organisations to inform the development of excellent support and practice delivery within the project, including taking part in relevant working groups and peer reflection opportunities.

## Team Working:

- Work closely with colleagues across the Step Up Step Down team, the practice directorate and more broadly across The Fostering Network to share learning, good practice and helpful ideas
- Effectively represent the team and actively contribute at internal meetings and external events.
- Understand and adhere to The Fostering Network's policies and practices
- Engage with and demonstrate commitment to The Fostering Network's mission, vision, values and strategy
- Proactively engage with the performance development approach, taking responsibility for seeking appropriate development opportunities and taking part in learning.
- Take a relationship-based approach to your work, understanding that creating positive relationships with our internal and external stakeholders is central to achieving objectives
- Undertake any other duties appropriate to the level in accordance with agreed procedures and guidelines.

## Main Stakeholders

In addition to their immediate team, this role-holder will particularly work with:

Internal

External

<ul style="list-style-type: none"> <li>- Step Up Step Down UK team</li> <li>- Northern Ireland staff team</li> <li>- Practice Directorate</li> <li>- Participation partner</li> <li>- Practice Club colleagues</li> <li>- Wider staff team as required</li> </ul>	<ul style="list-style-type: none"> <li>- South Eastern Trust</li> <li>- Other community and voluntary organisations in NI</li> <li>- Parents and foster carers</li> <li>- Children and young people</li> </ul>
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## What we're looking for:

### Essential Knowledge, Experience & Qualifications

- Third level qualification in youth work, sociology, psychology, community work, social work or equivalent
- Minimum of one year's experience actively supporting children and young people.
- Knowledge and experience of delivering programmes, training, information and support
- Experience of project delivery including the use of computers to gather and analyse project and evaluation data together with a working knowledge of Office 365
- Knowledge and experience of encouraging the engagement and participation of families in accessing support services
- Experience of handling confidential information in a professional manner
- Experience of supporting, representing or advocating for others

### Essential Skills & Attitudes

- Commitment to maintaining the confidentiality of information held by The Fostering Network
- Commitment to Equality, Diversity and Inclusion
- Commitment to The Fostering Network's mission, vision and values
- Excellent written, oral and digital communication skills
- Self-motivated with the ability to, problem-solve, prioritise, plan and undertake work in an effective manner
- Ability to work effectively within a team by demonstrating cooperation and flexibility
- Ability to work with children and their carers in a sensitive and empathetic manner
- Access to a vehicle and the capacity to travel throughout Northern Ireland

### Desirable

- Care experienced and/or lived experience of foster care
- Knowledge of foster care services
- Knowledge of trauma-informed approaches
- Knowledge of issues relating to looked after children and children on the edge of care