

Job Description

Job Title	Youth Offending Team Worker
Grade	PO1
Reporting To	Team Leader/Manager
JD Ref	PC0080P

Purpose

To contribute to the overall strategy for the Youth Offending Service. To work with partner agencies, to ensure that the work of the team is effective in preventing and reducing youth crime and achieves best value in its practice. To help achieve the objectives of the Youth Justice Plan, developing services that promote the interests of young people and that protect the interests of the community, by seeking to prevent and reduce offending behaviour by young people.

Main Duties And Responsibilities

Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values in the role and organisation.
- Work independently and demonstrate an ability to adapt their approach to more complex cases.
- To demonstrate a clear commitment to Restorative Practice, promoting participation of victims through appropriate consultation and involvement in Youth Justice Processes and promoting victim awareness in all work with young people.

Communication, Engagement and Training:

- Balance needs and risks with rights and choices, taking account of power differences and promoting positive outcomes for individuals, families and carers.
- Liaise with colleagues in own and other departments and external agencies in order to gather information relevant to assessment and planning. To undertake and manage specialist assessments if identified, as required by Legislation, Related Guidance and National Standards
- Work across organisational boundaries and contribute to the work of established and developing multi agency teams, applying your skills, knowledge and professional judgement within the council and agency requirements helping to ensure seamless service responses to individuals with multiple needs.
- To intervene and advocate on behalf of young people to ensure that their rights are adhered to, both at the point of arrest and in subsequent proceedings.
- To act as Appropriate Adult in PACE Interviews.
- To provide a Court Duty Service in the Youth Court and to attend Criminal and Civil Courts, as required.

- To prepare Pre-Sentence and other Reports for Court and to attend Court as a Representative of the Youth Offending Service, to provide verbal or written information to enable the Courts to make appropriate decisions about remand and sentence.
- To supervise, manage and enforce Community Sentences and other Orders placed on young people and their parents / carers by Courts, as required by Criminal Justice and Children's Legislation.
- To work with young people and their parents/careers who are at risk of offending. Who are referred to the Youth Offending Service.
- To contribute to the planning, implementation and delivery of both individual and group work programmes aimed at reducing offending behaviour.
- Contribute to the supervisory process and on cases under their jurisdiction make decisions on their outcome in conjunction with their Manager.
- To contribute to the recruitment, training, supervision and support of Sessional Workers and Volunteers working with the Service.
- To attend Team Meetings and participate in Staff Development and Training.

Data Analysis and Decision-Making:

- Accurately record and critically analyse information, following organisational policies and meet organisational responsibilities for safeguarding.

Performance Management:

- To contribute to the monitoring, research and evaluation of Services and the Service, in order to assess the effectiveness of the Service.
- To participate in Supervision and Performance Management with the Line Manager.

Compliance:

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- To be responsible for the management of a caseload. Maintain and update Case-notes Assessment and other records, to ensure Risk of Harm to Others and the safety and wellbeing of the young person is appropriately assessed and Policy Procedures are adhered to.
- Undertake statutory duties relating to Safeguarding concerns in accordance with Child Protection Procedures.
- To develop the Local Authority's commitment to Equal Opportunities and to promote Anti-Discriminatory Practices in all aspects of work undertaken.
- To practice within a framework of National Standards and Objectives, as identified by the Youth Justice Board for England and Wales, CYPD, and in accordance with statutory responsibilities under the Children Act 2004.
- To participate in a Duty System as required.
- To work occasional evenings as and when required by the service to support the young people and the parents and carers.



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AMBITIOUS



**RESIDENT
FOCUSED**



PROFESSIONAL

Other:

- To undertake any other duties consistent with the grading of the Post which may become relevant, dependent on the exigencies of the overall Youth Offending Service and as directed by the Service Manager of the Youth Offending Service.

Role Specific Knowledge, Experience And Skills

Qualifications

- Evidence of training in related areas
- A good standard of education

Desirable

- Recognised professional qualifications in a discipline related to the work of the Youth Offending Service, such as a Social Work, Probation, Youth and Community Work, Education.

Knowledge & Skills

- Good oral and written communication skills
- Good advocacy and negotiation skills
- Interviewing skills
- Service planning skills, including assessment, monitoring and review
- Working with challenging behaviour
- Working to deadlines, targets and objectives
- Ability to work as a member of a team
- Demonstrable commitment to equal opportunities and anti-oppressive practice
- Commitment to a young person-centred approach
- Commitment to restorative justice principles
- Commitment to working as part of a multi-agency service
- An understanding of the factors which contribute to young people becoming involved in offending

Desirable

- Group work skills
- Knowledge of relevant legislation, including Crime and Disorder and Children's legislation
- Knowledge and understanding of the principles of restorative justice
- An understanding of and a personal commitment to the Vision and Values of Wirral Borough Council
- Information technology skills

Experience

- Substantial experiences of direct work with young people and their families
- Experience of working in a team



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- Collaborative work with other agencies
- Working in an anti-discriminatory and anti-oppressive manner

Desirable

- Direct work with victims
- Working with sessional workers and volunteers

Additional Information

Willingness to work occasional evenings.

NOTE:

The job role holder may be required to undertake other reasonable duties commensurate with the job role descriptor grade as directed by the Head of Service.

This job role descriptor will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a definitive statement of procedures and tasks, but sets out the main expectations of the Service in relation to the post holder's responsibilities and duties.

Elements of this job role descriptor and changes to it may be amended in light of organisational and service requirements.

Health & Safety Considerations:

- Work with VDUs (Video Display Unit) (>5hrs per week)

Approved By:  **Head of Service**

Date Of Approval: 27/09/2017



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