



Housing Support Practitioner Job Description

Role Purpose

Our vision is that every child and young person in the country has a safe and happy childhood. To help us achieve this, the role will:

Assess, care plan, review and provide a service (including 24/7), in line with regulatory requirements and organisational policy and procedure to achieve positive outcomes for individual children, young people and families and contributing to the achievement of an outstanding, good or equivalent rating in external inspection.

In this role, you'll be responsible and accountable for:

1. Taking a lead with case/care planning management for individual children or young people, undertaking assessment of need and risk, developing a care plan and identifying agreed outcomes and carrying out regular review in conjunction with young people and other professionals.
2. Leading and working on shifts with accountability for service delivery, assessing and managing risks, deploying staff and resources accordingly while on the shift and to maintain personalised high-quality care that is outcome focused for young people and apply agreed organisational procedures to ensure the safe care and management of children and young people in our service.
3. Supervising, guiding or directing staff and volunteers where required and provide mentoring to newly appointed staff, utilizing Action for Children policies and procedures.
4. Supporting children and young people in their personal care (where applicable), administration of medication and clinical procedures (where applicable) in line with Action for Children's policy and procedures and regulatory requirements.
5. Building and maintaining professional positive working relationships by providing emotional and social support to children and young people who can display challenging emotional and social difficulties.
6. Working within the community to assist the young person and their family, promoting communication and participation by ensuring that the views and needs of children/ young people are articulated, heard and responded to.
7. Consistently applying Action for Children's policy procedures and professional practice standards and in line with registration requirements.
8. Ensuring all records, paper and electronic, are maintained and duly uploaded into the appropriate database.

The responsibilities, accountabilities and reporting structure for this role will be reviewed periodically and updated, if required.

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9. Undertaking assessment of young people co-ordinating multi agency and family information, analysing and producing reports; attendance at professional meetings including reviews, court work etc. and to refer appropriate cases and issues that require the involvement of a specialist, other management support or to directly provide the specialist support.

10. Developing effective working relationships with team members, partner agencies, other external agencies and Action for Children colleagues

To do this, you will have:

Qualifications and training

1. Must possess NVQ/SVQ Level 3 or equivalent level qualification in Residential Childcare, Social Services & Healthcare and/or willingness to work towards.

Skills, knowledge and experience

2. Experience of working with young people who present with a range of complex needs and behaviours and an understanding of the issues that they may face.
3. Experience of managing cases, in accordance with agreed procedures and completing assessments of need and risk.
4. Experience of planning, prioritising and evaluating activities and own workload effectively.
5. Experience of demonstrating a comprehensive understanding of safeguarding and an ability to promote the wellbeing and welfare of young people.
6. Ability to keep the young people as the focus and ensure their voices are heard and feelings and wishes are represented in meetings and record keeping
7. Ability to communicate effectively and engagingly and to maintain independent professional relationships and boundaries
8. Working knowledge of an outcome-based approach to planning, delivering and reviewing services.
9. Demonstrate prioritising and organisational skills
10. Producing concise and accurate reports to agreed standards, formats and timelines, which may be used ultimately for formal reviews.
11. Utilising management systems and databases to record and retain case and other related data, in addition to extract data to inform presentation of reports. 1
12. Knowledge and practicable application of regulatory requirements, social care and other related legislation that impacts on the job purpose.
13. Knowledge of and skilled in participation at multi-agency professionals meeting and demonstrates commitment to and contributes to team/departmental objectives. Demonstrable application of working with a diverse community and promoting the principles of equality
14. Ability to potentially lead, direct and supervise where necessary to manage and deliver operational services.
15. Ability to effectively utilise Microsoft office packages within a work environment

Don't meet every single requirement?

If you're excited about this role but your experience doesn't align perfectly with the job description, we'd love you to apply anyway. You might just be the perfect person for this role, or another role within the Action for Children family.

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In this role, you will be responsible for:

Staff responsibilities

Number of direct line reports: up to 4

What else?

Everyone at Action for Children must promote equality, value diversity and work inclusively to ensure everyone feels welcomed and valued.

If you're appointed, you'll need to have a disclosure check and any other relevant vetting checks as required.

You'll be expected to obtain / hold and maintain registration with the appropriate professional body and ensure Action for Children are notified of any circumstances which could affect your registration status.

Ability to work shifts providing 24/7 cover including sleepovers or waking night shifts as required.

You'll have a professional and caring approach consistent with Action for Children's values.

For completion by the Reward Team:

Operational Job Title: Housing Support Practitioner

Panel approval: Reward Team

Job Family: Social Care

Panel date:

Grade: 6

Payscale Ref: SC62

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