

JOB PROFILE

Job title:	Children's Centre Practitioner
Grade:	FAMSUP SCP15-20
Job family:	Family Support
Directorate:	Early Years
Reports to:	Children's Centre Manager

VISION FOR ACHIEVING FOR CHILDREN

Achieving for Children is passionate about ensuring the best possible outcomes for children and young people and will deliver the services they need to live safe, happy, healthy and successful lives.

CONTEXT

Achieving for Children was created by the London Borough of Richmond upon Thames and the Royal Borough of Kingston upon Thames and is commissioned to deliver children's services on behalf of the two local authorities. Our vision for Achieving for Children is simple: by bringing together professional expertise from the two founding local authorities, and by putting children and young people at the heart of everything we do, we will be able to deliver improved outcomes for families and give children and young people the best start in life.

Achieving for Children is divided into seven key business areas: Children's Social Care; Education; Early Help; SEN and Disabilities; Health Partnerships; Standards and Improvement; and Finance and Resources. Each business area is led by a Director or Associate Director who reports to the Chief Executive Officer.

Early Help services work collaboratively to ensure that every child, young person and family with additional needs has expert support and interventions at the right time, in the right place, by the right professionals to ensure the best possible outcomes for children and young people and their families. Children's Centre services are located within Early Help. The Apprenticeships, Skills, Children and Learning Act 2009 established Sure Start Children's Centres in law with a focus on improving outcomes for young children and their families and reducing inequalities.

Children's Centres across Kingston and Richmond are key contributors to the Protect and Early Help agenda and their core purpose is to identify, reach and help the families in greatest need. The aims of service provision are to support child development and school readiness; support parenting skills; promote good physical and mental health for the whole family; ensure safeguarding; support parents to improve skills that enable them to access education, training and

employment; and address risk factors so that children and their families are safe, free from poverty and able to improve both their immediate wellbeing and their future life chances

Achieving for Children continually reviews its structure and business practices in order to provide the best possible services for children, young people and their families, in the most effective and efficient way. As a result, the key tasks in any job profile may be varied and the post-holder will be expected to take on such variations and duties consistent with the level of responsibility of the post.

PURPOSE AND RESPONSIBILITIES

The role will support the delivery of children's centre provision across a geographical locality. The role will facilitate a range of activities and events including outreach to target families in line with the core purpose and Ofsted Statutory requirements.

- To improve the life chances of children and reduce the risk of harm and family breakdown by facilitating the provision of children's centres services to meet the core purpose.
- To support the Multi-Agency Team and raise awareness in the community about the range of services on offer at the Children's Centre while providing families with support and information to access a variety of services available in the local community.
- To support the Centre Lead Practitioner and Centre Manager in developing innovate and creative ways of communicating and engaging with challenging and hard to reach parents/carers
- To enable and support parents and carers to access statutory and non statutory services and facilities provided in, or on behalf of Children's Centres and their partners in the community.

Job content is listed below:

Professional

1. To work primarily with children aged 0-5 years and their families delivering and supporting children's centre activities on Children's Centre sites and other community sites and settings, such as schools, preschools, day-care providers, on an outreach basis across the locality.
This will involve delivery of universal provision and targeted group work.
2. To support the learning and development of all children attending the Centre sessions through the planning and delivery of high quality sessions in accordance with the EYFS across the 0-5 age range, working under the guidance of the Centre Lead Practitioner.

3. To highlight learning & progress made through children's attendance at sessions – through direct conversation with parents, leading discussions, interactive displays, information booklets & leaflets.
4. To support parental knowledge of child development and the importance of learning through play and promote an effective home learning environment.
5. To contribute to observational assessments and monitoring of progress of identified children who are regular attenders at Centre sessions - using the agreed 'Moving On' system, and to share progress regarding this cohort at termly locality moderation meetings.
6. To use appropriate information to facilitate transition for children into linked settings and schools.
7. To identify and support children with additional needs and their families at the earliest opportunity through children's centre activities.
8. To establish /further develop relationships with settings and key schools within the locality to ensure Centre awareness of needs within the locality
9. To support the Cluster Centre Manager & Lead Practitioner in delivering the range of services required to meet the local community's needs.
10. To increase registration of eligible children and their families across the locality.
11. To facilitate support through contributing to parenting and training programmes – particularly 'Positive Start' and workshops relating to learning & development, in conjunction with other settings where appropriate.
12. To support the Lead Practitioner in monitoring, evaluating and gathering of evidence required to assess and review the impact of provision.
13. Actively identify and participate in relevant training and conferences to fulfil the requirements of the post and Children's Centre aims and objectives
14. Undertake all duties and inter-actions with employees, partner providers and customers fairly, without unlawful discrimination and with due regard to the Council's Equality and Diversity in Employment and Service Delivery Policy.
15. Use computers and other ICT in the normal performance of the duties of the post. To input data into the Children's Centre monitoring database in an accurate and timely manner and to be aware of both the performance indicators this data contributes to and the Council's Data Quality Strategy.
16. Work in line with the Safeguarding Policy of Achieving for Children
17. Undertake any other duties commensurate with the general level of responsibility of the post

18. Contribute to the development of practice, procedure, policy and services and to report any concerns about abuse or malpractice by colleagues, in line with the Council's Whistle Blowing Policy.

VALUES AND BEHAVIOUR

Evidence that you put children and young people first.	Essential	Interview
Evidence that you work in partnership to improve services.	Essential	Interview
Evidence that you focus on quality and innovation.	Essential	Interview
Evidence that you listen and learn to develop the organisation.	Essential	Interview
Evidence that you champion inclusion and value diversity.	Essential	Interview

QUALIFICATIONS AND EXPERIENCE

Qualifications

Level 3 in early years childcare and education, OR a willingness to gain such a qualification, with proven experience of supporting learning & development in previous position.	Desirable	Application Form and interview
--	-----------	--------------------------------

Experience

Minimum 5 years post-qualification experience working in childcare provision with children under 5	Essential	Application Form and interview
Experience of monitoring progress of children's development and planning quality experiences to support next steps in learning	Essential	Application form

To have a proven track record of engaging families with children aged 0-5 years in diverse communities in an education, community development or outreach setting	Essential	Application form and interview
Experience of working with confidential information	Essential	Application form
Experience of creating purposeful play environments to support the different learning styles and needs of children 0-5	Essential	Application form and interview
Experience of using a wide range of methods/techniques to engage isolated individuals/communities.	Desirable	Application form and interview

Knowledge, skills and abilities

Knowledge of EYFS and how children 0-5 learn.	Essential	Application form and interview & Test /exercise
A working knowledge of child protection procedures and legislation, understanding its importance in the welfare of children and families.	Essential	Application form and interview
Knowledge of Ofsted framework for Children's Centres and an understanding of the role of Children's Centres within the community	Essential	Application form and interview
Ability to interact well with professionals and parents	Essential	Application form and interview
Ability to work as part of an effective and supportive team	Essential	Application form and interview
Ability to demonstrate a high level of determination, personal drive, energy and ambition to achieve challenging targets and improve outcomes	Essential	Application form and interview
Ability to monitor and track children's performance and evaluate impact of practice upon outcomes.	Essential	Application form and interview / task
Willingness to actively participate in professional development training	Essential	Interview

Willingness to work outside of normal office hours when required.	Essential	Application form
Ability and willingness to travel around the borough.	Essential	Application form

Evaluation dated: October 2014

.