Job Description

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St.Helens Council

Post: **Sessional Support Worker**

Department: **People's Services**

Grade: **Scp 18-21**

Responsible to: **YOS Senior Practitioner**

Duties and Responsibilities:

1. To engage with children and young people open to the YOS through community, Attendance Centre or office based interventions.
2. To deliver interventions on an individual or group work basis.
3. To support and in some cases transport children and young people to attend appointments and planned activities as directed.
4. To provide support and supervision to the young people undertaking community reparation, Attendance Centre and activities as part of Intensive Supervision and Surveillance (ISS).
5. To attend court to support young people where necessary and appropriate.
6. To undertake home visits to young people and their families as directed.
7. To actively take part in supervision and ongoing training and development arranged by the Youth Offending Service.
8. To adhere to the relevant recording policies this includes the completion of session updates to the required standard; submitted within the agreed timescales.
9. To maintain appropriate standards of confidentiality in accordance with the guidance of the Youth Justice Board and procedures of the Authority.
10. To work in a way that is flexible and responsive to the needs of the service.
11. To adhere to local policy and procedure including safeguarding and public protection.
12. To work unsociable hours including evenings, weekends and bank holidays.
13. To comply with the Council's Health and Safety Policy and associated safe working procedures and guidelines.

14. To comply with the Council's Comprehensive Equality Policy and to ensure that it is implemented within the service area of the post.

15. To comply with the Council's Data Protection Policy and Code of Practice within the service area of the post.

This post is subject to Disclosure.

This post is not Politically Restricted in accordance with the Local Government and Housing Act 1989 (as amended).

The details contained within this job description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult the post holder/s at the appropriate time.

Date Prepared:
Date Updated: December 2016