



## Job Description

### Children's Rights & Participation Worker

Job Details	
<b>Grade</b>	GR4
<b>Number of Posts</b>	TBC
<b>Department</b>	
<b>Reporting to</b>	Children's Rights Officer

Who Are We?
<p>We are Birmingham Children's Trust.</p> <p>'Working Together to make Birmingham the greatest city to grow up in.'</p> <p>The sole purpose of Birmingham Children's Trust is to make a positive difference for children, young people and families in the city, by driving up the quality of practice and partnerships across the city and its services.</p> <p>Every employee from Family Support and Social Workers to Finance and Legal, work together to make a positive difference to children, young people and families. We are one team, and each have an important role to play in achieving the Trusts objectives.</p> <p>Birmingham Children's Trust Leadership team comprises of six Executive Directors who are responsible for leading and managing the Trust to be an autonomous and high performing organisation.</p> <p><b>Our Vision:</b></p> <p>Our vision is to build a Trust that provides excellent social work and family support for and with the city's most vulnerable children, young people and families.</p> <p>We will do this:</p> <ul style="list-style-type: none"><li>• with compassion and with care.</li><li>• through positive relationships, building on strengths.</li><li>• in collaboration with children, young people, families and partners.</li><li>• by listening, involving and including.</li><li>• in ways that are efficient and deliver value for money.</li></ul> <p>Success will mean significant progress towards these outcomes:</p> <ul style="list-style-type: none"><li>• healthy, happy, resilient children living in families.</li><li>• families able to make positive changes.</li></ul>



- children able to attend, learn and achieve at school.
- young people ready for and contributing to adult life.
- children and young people safe from harm.

**Our Values:**

ONE TEAM

ACCOUNTABILITY AND RESPONSIBILITY

QUALITY AND INNOVATION

RELATIONSHIPS

HIGH SUPPORT HIGH CHALLENGE

**Key Responsibilities**

- To assist in the development and delivery of the RAP service for Children and Young people in the care of Birmingham, including care leavers and children and young people on child protection plans.
- To work directly with young people and establish processes for participation that enables their involvement in decision making and ensuring their views are heard and taken seriously.
- To provide information, explore options, and advocacy to children and young people based on principles of empowerment, respect, independence, choice, equal access anti-discriminatory practice and confidentiality (within the limits of child protection considerations), and to ensure they are aware of their rights and entitlements, and that their views are represented in decision making forums.
- To promote the safeguarding of Children and young people by ensuring their individual and collective rights are respected and that their inclusion, attainment and successful transition to adulthood are supported.
- To project manage, plan and organise events and initiatives that promote the inclusion of young people and to provide them with an opportunity to have their say in the implementation, design and delivery of services and to communicate outcomes to citywide initiatives. This includes taking responsibility to manage resources, sessional/identified staff /volunteers and budgets.
- To work in partnership with colleagues across Birmingham in order to promote involvement, participation and empowerment.
- To work as part of a team to influence the strategic development of RAP as a core requirement of Children's Services in Birmingham.
- To assist in the development, promotion, delivery and evaluation of the RAP service for children and young people in care, care leavers and children subject to Child protection plans



<ul style="list-style-type: none"><li>• To manage a caseload of individual Advocacy cases, to enable children and young people in care to be heard and have a voice in matters that affect them.</li></ul>
<ul style="list-style-type: none"><li>• To Supervise, facilitate and guide young people and peer mentors/advocates in the process of consultation offering support to the Children in Care Council and Care Leavers Forum.</li></ul>
<ul style="list-style-type: none"><li>• To involve children and young people in Local and national opportunities in order to integrate them into groups and activities that are of interest and not just specific to their status in care.</li></ul>
<ul style="list-style-type: none"><li>• To support projects to identify and implement strategies for involving young people who could be excluded (for example disabled young people, young people with communication/language needs, young people with challenging behaviours).</li></ul>
<ul style="list-style-type: none"><li>• To assume responsibility of children and young people during events and residential activities, including supervising children and young people with difficult or challenging behaviour, and maintaining good behaviour management skills.</li></ul>
<ul style="list-style-type: none"><li>• To carry out and document, where appropriate, risk assessments and evaluations for both on site and off site activities.</li></ul>
<ul style="list-style-type: none"><li>• To ensure that young people are provided with advice, support and advocacy in Statutory Reviews, Pathway Planning meetings, conferences and through the Complaints procedure.</li></ul>
<ul style="list-style-type: none"><li>• To provide advice and signposting for children and young people.</li></ul>
<ul style="list-style-type: none"><li>• To undertake individual work with children and young people in care that involves lone working and out of hours work, with an expectation on autonomy and decision making.</li></ul>
<ul style="list-style-type: none"><li>• Be mindful of and address issues of children's safety and child protection, and ensure that attention is paid to safeguarding and child protection in all work undertaken.</li></ul>
<ul style="list-style-type: none"><li>• To work with key partners and agencies including joint working and consultation with senior management and elected members to promote the rights of children and young people in both advocacy and participation settings, including conflict management.</li></ul>
<ul style="list-style-type: none"><li>• To support and co facilitate training to a range of professionals such as and to promote best practice in relation to Rights, Interests and Listening to Young People.</li></ul>
<ul style="list-style-type: none"><li>• To produce reports to a high standard in order to represent the views of Young People in relation to service outcomes.</li></ul>
<ul style="list-style-type: none"><li>• To ensure that children who are in the care of Birmingham City Council are aware of the Children's Rights and Advocacy service and how they can access these services. To promote advocacy to children subject to child protection plans.</li></ul>
<ul style="list-style-type: none"><li>• To ensure that Children and Young people are informed of their rights through personal contact, accessible information in print and other media through meetings and events, conferences and</li></ul>



workshops as appropriate.
<ul style="list-style-type: none"><li>• To coordinate, plan and facilitate groups and individual work for children and young people in care and care leavers, to model good practice and facilitate their on-going participation in the design, delivery and evaluation of service provision.</li></ul>
<ul style="list-style-type: none"><li>• To provide information, discuss options and support sessions to children and young people on a regular basis at the centre and in the community.</li></ul>
<ul style="list-style-type: none"><li>• To maintain standards of practice in line with local and national standards.</li></ul>
<ul style="list-style-type: none"><li>• To contribute to personal and team development, through attendance in team meetings and other interdepartmental forums and briefings and to disseminate relevant information to the team and partners/colleagues.</li></ul>
<ul style="list-style-type: none"><li>• To represent the Children's Rights and Advocacy Service and promote the positive work of the team.</li></ul>
<ul style="list-style-type: none"><li>• To work to support staff from other sections of the city in order to promote better practice relating to rights, interest, and listening to children and young people.</li></ul>
<ul style="list-style-type: none"><li>• To work in partnership with other Council staff, managers and elected members to establish protocols and procedures for listening and responding to issues raised by Children and Young People in care, and to work with stakeholders and children and young people in care, and maintain effective working relations with the aforementioned parties.</li></ul>
<ul style="list-style-type: none"><li>• Contribute to the development of policies and procedures relating to the delivery of services to Children in Care, both locally and nationally.</li></ul>
<ul style="list-style-type: none"><li>• To have an in depth knowledge and understanding of local, national and relevant international legislation and initiatives, and to ensure that knowledge is kept up to date and to ensure compliance with Birmingham Children's Trust GDPR policy.</li></ul>
<ul style="list-style-type: none"><li>• To participate and support the development of UN Convention on the rights of the child, Advocacy Standards and other legislative requirements and policy development in order to inform evidence based practice and to secure positive outcomes for young people.</li></ul>
<ul style="list-style-type: none"><li>• To undertake key holders duties on occasion, with responsibility for the safety and opening/closing of the office building.</li></ul>

Key Information	
Is a Safeguarding Check needed?	Dropdown Options: <b>Not Required</b>



	Or			
		Children	Adults	Children and Adults
	Basic			
	Enhanced	x		

Will this position have Line Manager Responsibility?	Dropdown Options: <div>No</div>
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### Person Specification

Essential Criteria		
Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise or Test; I = Interview; P = Presentation; Q = Qualifications		
CRITERIA	Method of Assessment (M.O.A)	ESSENTIAL
Knowledge	I/P	Knowledge and understanding of appropriate Child in Care Legislation and the UN Convention of The Rights of the Child
Knowledge	I/E	Knowledge and understanding of advocacy services and standards
Experience	AF/I	Experience of advocacy and supporting young people to have their voice heard.
Experience	AF	Substantial experience of working in a voluntary or statutory organisation with children and or young people.
Experience	AF/I	Experience of working with within and alongside multidisciplinary teams
Experience	AF/I/E	Experience of working with groups of young people



Skills	AF/I/E	The ability to be self-motivated and manage a diverse workload
Skills	AF/P	The ability to communicate effectively both verbally and in writing
Skills	I	The ability to make decisions and exercise sound judgement
Skills	I	Ability to demonstrate the importance of listening to children and provide a positive role model for staff
Skills	I	To undertake specific projects and events in order to participate in the improvement of services
Skills	I/E	Skills in negotiating with managers, staff, carers in order to achieve the resolution of issues or disputes that looked after children/young people may have.
Skills	AF/I	To contribute to and prepare reports and other written material for presentation to young people, senior managers, elected members and other agencies and colleagues
Skills	I	An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by <b>Part 7 of the Immigration Act 2016</b>

At Birmingham Children's Trust, we are dedicated to safeguarding and promoting the welfare of children and young people. We expect our staff to create an environment and culture that promotes equality, diversity, and inclusion and advocate for anti-discriminatory practices and behaviours.