BIRMINGHAM CHILDREN'S TRUST

Job Description

Night Wake Officer

Job Details	
Grade	A
Number of Posts	3
Department	Residential
Reporting to	Team Manager

Who Are We?

We are Birmingham Children's Trust.

'Working Together to make Birmingham the greatest city to grow up in.'

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.

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.

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.

Our Vision:

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.

We will do this:

- with compassion and with care.
- through positive relationships, building on strengths.
- in collaboration with children, young people, families and partners.
- by listening, involving and including.
- in ways that are efficient and deliver value for money.

Success will mean significant progress towards these outcomes:

- healthy, happy, resilient children living in families.
- families able to make positive changes.

- 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

Scope and Purpose of Role

- To supervise the building while the young people are in their bedrooms during the night, to assist in the care and control of young people and to ensure their safety in the home.
- To monitor the security of the building and the grounds.

General Duties and Responsibilities

- To undertake the care and supervision of the young people in the home and to ensure their safety during the night.
- To undertake the care and control of young people as required.
- To work in conjunction with residential care staff in the supervision of young people when they are going to bed or getting up.
- To respond to fire alarms and follow the appropriate emergency procedures.
- To assist in the training and induction of new or Casual Waking Night Officers who may be required to work on a unit.
- To observe and report, in writing, on the behaviour and care needs of the young people during the night and undertake regular checks and records these.
- To receive regular supervision (within the BCT framework) from a senior member of staff identified by the Home Manager. Your supervisor would leave you to work within established guidelines, subject to scrutiny. You would also be expected to plan your own work to ensure you are meeting the defined objectives. As part of your induction, you would be advised regarding the level of supervision you would receive.

• To undertake other duties at a similar responsibility level as directed by the Home Manager or Deputy.
• To undertake laundry duties as required.
• To undertake training as necessary.
• You may be required to cover Bank Holidays, sickness, weekends at short notice.

Key Information	
Is a Safeguarding Check needed?	**Yes** **Children** / **Adults** / **Children and Adults** Basic Enhanced: x
Will this position have Line Manager Responsibility?	No

Person Specification

Essential Criteria		
Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise; I = Interview; P = Presentation; Q = Qualifications		
CRITERIA	**Method of Assessment (M.O.A)**	ESSENTIAL
Qualification	AF/I	Hold or have a commitment to completing QCF Level 3 training within 6 months of employment.
Training	I	Willingness to undertake further training.
Training	I	Be prepared to participate in supervision as a means to professional development and

		training.
Training	I	Be prepared to attend staff meetings to assist good communication.
Experience	AF/I	Working with young people in a work or organisational setting.
Experience	AF/I	Communicating with professional agencies.
	AF/I	Experience of administration and maintaining records.
Skills	I	To have an understanding of the needs and rights of disabled Children in care or receiving short breaks.
Skills	I	Commitment to the Equalities Act 2010.
Skills	I	Some knowledge of the Children Act 1989 and 2004, Care Standards Act 2000, and Children's homes regulation and quality standards 2015 and working together to safeguard children.
Skills	I	Communicate effectively with colleagues and managers, both verbally and in writing.
Skills	AF/I	Work as a member of a team.
Skills	I	Ability to use own initiative and be decisive and confident.
Skills	I	Ability to work in stressful situations and respond appropriately.
Skills	I	Good ability to maintain records.
Skills	I	An ability to fulfil all spoken aspects of the role with

		confidence using the English Language as required by **Part 7 of the Immigration Act 2016**

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.