



## Job Description

### RIGHTS AND PARTICIPATION WORKER

Job Details	
<b>Grade</b>	D
<b>Number of Posts</b>	1
<b>Department</b>	Commissioning and Specialist Services
<b>Reporting to</b>	Rights and Participation 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

**Overview of the role:**

The Rights, Advocacy and Participation (RAP) Officer plays a key role in supporting the development and delivery of services for children and young people in Birmingham, including children in care, care leavers, and those subject to child protection plans.

Working directly with children and young people, the postholder will promote participation, empowerment, and inclusion, ensuring that young people are supported to express their views, understand their rights, and influence decisions that affect their lives. The role involves providing information, advice, and advocacy, ensuring that the voices of children and young people are heard and represented within service planning and decision-making processes.

The successful candidate will lead on the planning, coordination, and delivery of participation activities, projects, events, and consultations that enable children and young people to contribute to the design, implementation, and evaluation of services. They will also work collaboratively with colleagues, partners, volunteers, and stakeholders across Children's Services to strengthen engagement opportunities and improve outcomes for young people.

The role requires a strong commitment to safeguarding, equality, and anti-discriminatory practice, ensuring that the rights, wellbeing, attainment, and successful transition to adulthood of children and young people remain at the centre of service delivery. The postholder will also contribute to the ongoing strategic development of the RAP Service, helping to embed participation and advocacy as core principles across Birmingham Children's Services.

**Key Responsibilities:**

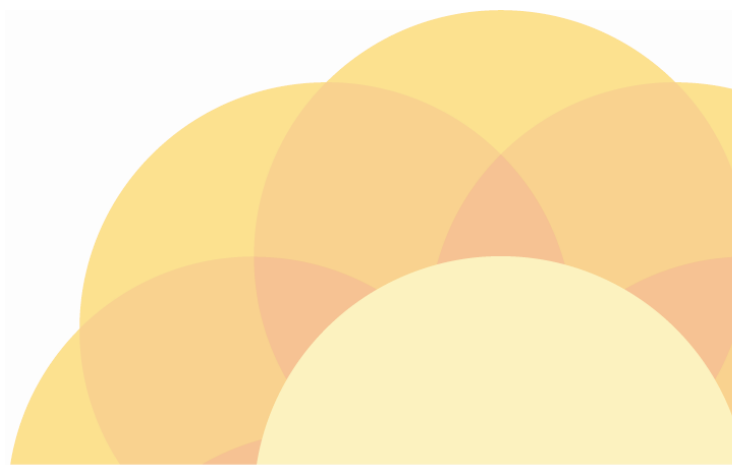
- To assist in the development, promotion, delivery and evaluation of the RAP service for children and young people in care, care leavers and children subject to CP plans
- To manage a caseload of individual Advocacy cases, to enable children and young people in care to be heard and have a voice in matters that affect them.
- To Supervise, facilitate and guide young people and peer mentors/advocates in the process of



<p>consultation offering support to the Children in Care Council and Care Leavers Forum.</p>
<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 service users 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 workshops as appropriate.</li></ul>
<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</li></ul>



design, delivery and evaluation of service provision.
<ul style="list-style-type: none"><li>• To provide information, advice 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 City Council's data protection act.</li></ul>
<ul style="list-style-type: none"><li>• To participate and support the development of Hear by Right, Brighter Futures, Every Child Matters, BEST, 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 Children's Rights and Engagement centre.</li></ul>







	<p>with children and or young people.</p> <ol style="list-style-type: none"><li>3. Experience of working with within and alongside multidisciplinary teams</li><li>4. Experience of working with groups of young people</li></ol>	<p>AF &amp; I</p> <p>AF</p> <p>AF, I &amp; T</p>
<b>Knowledge/Understanding</b>	<ol style="list-style-type: none"><li>1. Knowledge and understanding of appropriate Child in Care Legislation and the UN Convention of The Rights of the Child</li><li>2. Knowledge and understanding of advocacy services and standards</li></ol>	<p>I &amp; P</p> <p>I &amp; T</p>
<b>Skills &amp; Ability</b> e.g. written communication skills, dealing with the public etc.	<ol style="list-style-type: none"><li>1. The ability to be self-motivated and manage a diverse workload</li><li>2. The ability to communicate effectively both verbally and in writing</li><li>3. The ability to make decisions and exercise sound judgement</li><li>4. Ability to demonstrate the importance of listening to children and provide a positive role model for staff</li><li>5. To undertake specific projects and events in order to participate in the improvement of services</li><li>6. Skills in negotiating with managers, staff, carers in order to achieve the resolution of issues or</li></ol>	<p>AF, I &amp; T</p> <p>AF, I &amp; P</p> <p>I</p> <p>I</p> <p>I</p> <p>I &amp; T</p>



	<p>disputes that looked after children/young people may have.</p> <p>7. To contribute to and prepare reports and other written material for presentation to young people, senior managers, elected members and other agencies and colleagues</p> <p>8. 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></p>	<p>AF &amp; I</p> <p>I</p>
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**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.**

