

CROYDON COUNCIL

ROLE PROFILE AND PERSON SPECIFICATION

DEPARTMENT:

DIVISION:

JOB TITLE: Adult Serious Violence Worker

N.B: If you have any issues printing this document please contact HR

ROLE PROFILE

Job Title:	Adult Serious Violence Worker
Department:	
Division:	
Grade:	

Hours (per week):

36

Reports to:

Operational Manager- Gangs

Responsible for:

None

Role Purpose and Role Dimensions:

Role Dimensions: To work as part of a multi-agency team providing an integrated approach in the delivery of services to achieve the principal aim of the Youth Offending Service, the prevention and reduction of offending by children and young people, by contributing to the following objectives:

Role Purpose:

- To work within a team whose purpose is to reduce offending and anti-social behaviour, including those involved or at risk of serious violence from young adults aged 18- 25.
- To offer advisory support to Council and non-Council services
- To undertake direct work with young adults using the trauma informed approach, individually or within a group work context to address agreed identified areas of difficulty.
- Conducting assessments for the provisions of services to young adults aged 18-25 involved in, or at risk of, serious violence offending
- To provide training and development services to fellow professionals that builds capability and capacity in tackling serious violence.

Commitment to Diversity:

To take individual and collective professional responsibility for championing the council's diversity agenda, proactively implementing initiatives which secure equality of access and

outcomes. Commit to continual development of personal understanding of diversity.

Key External Contacts:

To work closely with a range of external agencies including National Probation Service, Police Community Safety, Education, Social Care, CAMHS, St Giles. Voluntary sector community projects and faith groups with a view to successful integration of young adults and their families into the community.

Key Internal Contacts:

Heads of Service/ Directors
Managers and Departmental colleagues in the YOS and Assessment and Child Care Teams, LCIS, and Education.
Other Council colleague's e.g. ECSS - Community Protection Team and Housing

Financial Dimensions:

Be responsible for the effective management of financial administration procedures, including responsibility for compliance with financial regulations

Key Areas for Decision Making:

None

Other Considerations:

To work flexibly to meet the needs of the Service, which will include working in some evenings and occasional weekends as required

Is a satisfactory disclosure and barring check required?

[\(click here for guidance on DBS\)](#)

What level of check is required?

Is the post politically restricted

[\(Click here for guidance on political restriction\)](#)

Is the post exempt from the Rehabilitation of Offenders Act (ROA) 1974

[\(Click here for guidance on ROA \)](#)

Key Accountabilities and Result Areas:

Participate fully as a member of Pathways & YOS

Key Elements:

This will involve:

- Working directly with young adults aged 18-25 on 1:1 basis and in groups
- Undertaking risk-screenings and develop interventions to reduce the behaviour related to serious violence.
- Be able to recognise the signs of trauma and develop interventions to support resilience and recovery of young adults aged 18-25 who have experienced trauma
- Maintaining accurate and up-to-date records of work undertaken with young adult offenders aged 18-25 using the NPS information system
- Sharing information with partner agencies to reduce risk of harm to the public
- Working closely with a range of external agencies including Police, Probation, Community Safety, Education, Children's Services, CAMHS, St Giles and community projects with a view to successful integration of young adults into their communities
- Developing constructive relationships and communicate with other colleagues, agencies/professionals
- Participating in training and other learning activities and performance development as required
- Recognising own strengths and areas of expertise and use these to advise and support others

- Ensuring that the line manager is kept informed of major developments and the problems arising from the workload and to seek advice on these, as necessary
- Participating in and contributing to all appropriate training, supervision and team meetings
- Undertaking any other duties as may be appropriate to the level and nature of the post as determined by the YOS Manager.

Contribute to the development and implementation of the Youth Crime Prevention Strategy and the associated work plans

- ☞ Communicating in panels, review meetings, and other settings, both orally and in writing.
- ☞ Attending planning meetings, reviews and case conferences as required.
- ☞ Contributing to in-service training.
- ☞ To work in conjunction with parenting support workers to provide support to parents/carers of children/young people referred to Pathways
- ☞ Working in a targeted manner to achieve the outcomes identified in the teamwork plan.

Green Commitment

- Ensuring both individual and teamwork meets the Council's Green Commitment Policy goals in reducing energy consumption and waste, increasing renewable energy use and recycling, contributing to a reduction in traffic congestion and using sustainable materials.

Data Protection

- Being aware of the council's responsibilities under the Data Protection Act 1998 for the security, accuracy and relevance of personal data held, ensuring that all administrative and financial processes also comply.
- Maintaining customer records and archive systems in accordance with departmental procedures and policies as well as statutory requirements.

Confidentiality

- Treating all information acquired through employment, both formally and informally, in confidence. There are strict rules and protocols defining employee access to and use of the council's databases. Any breach of these rules and protocols will be subject to disciplinary investigation. There are internal procedures in place for employees to raise matters of concern regarding such issues as bad practice or mismanagement.

Equalities and Diversity

- The council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, undertake any appropriate training to help them to challenge prejudice or discrimination.

Health and Safety

- Being responsible for own Health & Safety, as well as that of colleagues, service users and the public. Employees should co-operate with management, follow established systems of work, use protective equipment and report defects and hazards to management. Managers should carry out, monitor and review risk assessments, providing robust induction and training packages for new and transferring staff, to ensure they receive relevant H&S training, including refresher training, report all accidents in a timely manner on council accident forms, ensure H&S is a standing item in team meetings, liaise with trade union safety representatives about local safety matters and induct and monitor any visiting contractors etc, as appropriate.

Contribute as an effective and collaborative team member

This will involve:

- Participating in training to demonstrate competence.
- Undertaking training as required for the role.

- Participating in the development, implementation and monitoring of service plans.
- Championing the professional integrity of the service.

Person Specification

Job Title:

Adult Serious Violence Worker

Essential knowledge:

- An appropriate qualification in a discipline involving work with young people/ young adults
OR
- Substantial recent experience and a solid track record of direct work with young people/adults
- Knowledge and understanding of relevant legislation, including the Children’s Act 1998.
- Knowledge and understanding of child development.
- Knowledge and understanding of Trauma Informed Practice.

Essential skills and abilities:

- An understanding of risk factors associated with the onset of offending by young people and adults.
- Knowledge of the concept of case management
- Ability to undertake comprehensive and non-discriminatory assessments of young adults who offend and to develop and implement, in partnership with other professionals, effective intervention plans.
- Ability to self-evaluate learning needs and actively seek learning opportunities.
- Ability to build good working relationships and engage young adults in professional and, where appropriate, sustained relationships.
- Ability to work independently and consult on complex issues
- Ability to plan and manage a caseload under pressure and apply a case management model to work with young adults aged

18-25.

- Ability to record information in an accurate and timely manner
- Ability to work effectively as a member of a multi-agency team and contribute positively to supervision.
- Ability to use information technology and software programmes.
- Ability to self-evaluate learning needs and actively seek learning opportunities.
- Effective verbal and written communication skills including the ability to prepare and present assessment/reports.
- The ability to review, monitor and evaluate casework to ensure effective outcomes.

Essential experience:

- Substantial recent experience of direct work with at risk 18-25 young adults
- An ability to engage with young adults aged 18-25
- An understanding of the issues and challenges that young people face through adolescence

Special conditions:

- Experience of working in a multi-cultural and diverse context.
- A willingness to work outside normal hours will be required.
- You must be able to travel independently around the borough.
- This position requires that post holders undertake an Enhanced CRB disclosure considered satisfactory by the council prior to employment and every 3 years thereafter.