



**AFRUCA – SAFEGUARDING CHILDREN**

**Child Protection Service (Manchester)**

**Family Support and Community Engagement Officer**

Job Description and Person Specification

May 2022

## Family Support and Community Engagement Officer

### Job Description and Person Specification

**Job Title:** Family Support and Community Engagement Officer (full-time)

**Location:** AFRUCA Centre Manchester (Hybrid Working Opportunities)

**Reporting to:** AFRUCA Senior Social Worker

**Main Responsibility:** Providing direct one-to-one support for families in the child protection system and conducting child protection community awareness across Greater Manchester

**Salary:** £30,000 per annum and subject to deductions for tax and national insurance contributions as required by law)

**Benefits:** 28 days holiday per year plus bank holidays. 5% Employer Pension Contributions. Childcare Vouchers, Learning and skills development opportunities. A very diverse work environment.

**Terms:** Post funded till June 2025 by the Henry Smith Charity

### **Job Purpose**

This post is based within our Child Protection Service at our Centre for BME Children and Families in Manchester. The post-holder will work closely with our team of Qualified Social Workers to support families. This position will enable us to expand the scope of our child protection early intervention work across Greater Manchester to benefit more families from different ethnic backgrounds and support them to gain new skills, ensuring the home becomes a place of safety for the children. This would entail direct one-to-one work with families and conducting group child protection sessions in the community to reach additional beneficiaries.

There will be some weekend work involved to deliver training sessions at community/faith events for which time off in lieu will be given.

### **Background To AFRUCA**

AFRUCA-Safeguarding Children is a national charity established in May 2001 to promote the safeguarding and well-being of children in Black and Minority Ethnic communities in the UK. AFRUCA has its Head Office in London, a Centre for BME Children and Families in Manchester and projects working with families and communities across the country.

## Our 5 Key Work Areas

- Awareness raising and sensitization: within BME communities and youths about children's rights as enshrined in the United Nations Convention on the Rights of the Child and other international conventions and UK legislation promoting the rights and well-being of children.
- Information, education, and advisory services: to raise the profile of BME children in the UK, increase awareness of their needs, improve policies and practices, and develop the leadership potential of BME youths. Activities include research and publishing reports; media work; conferences, seminars, workshops, and training programmes for policy makers, service providers, parents, faith and community leaders, young people; communities.
- Advocacy and policy development: working closely with policy makers to shape the development of policy and regulatory action to promote the well-being of children.
- Community and international development: in partnership with others to put in place programmes and projects to help relieve some of the suffering and hardship that BME children experience.
- Family Support: Working to support children, young people and families in crisis, at the point of breakdown through effective early intervention services.

## Detailed Job Description

- **Provide Training and Support for Families as Part of Our Child Protection Early Intervention programme**
  - Provide one-to-one parenting support and training for parents to enable them gain new skills to protect their children from different forms of abuses and harm.
  - Signpost parents to other service providers where such services are not available at AFRUCA.
  - Provide a peer support forum (coffee morning) for parents who are isolated and whose children are at risk of involvement in the child protection system to enable them share knowledge, information and learn from each other's experiences.

- Conduct community education programmes on child protection issues to raise awareness among different groups.
- **Programme Administration, Evaluation and Publicity**
  - Maintain the project electronic record keeping and filing system, ensuring all case files and papers are kept confidentially and efficiently and are easily accessible to authorised staff.
  - Work closely with AFRUCA colleagues to ensure synergy with ongoing work with families.
  - Produce comprehensive monthly, quarterly and yearly project progress report.
  - Participate in regular AFRUCA staff meetings and professional team building sessions with others in the organisation.
  - Contribute to relevant AFRUCA activities as required and support AFRUCA at external events to highlight its work with children and families.
- **Professional Development**
  - Hold regular review meetings with your manager to discuss casework, performance and promote your professional knowledge and development.
  - Participate in the yearly staff appraisal process to assess your performance and identify learning and development opportunities
  - Attend relevant events and training courses to improve your skills and abilities to support families successfully.

## Person Specification

	Assessment stage		
	Job Application	Oral Interview and Written Exercise	Documentary Evidence
<b>Qualification:</b>			
1. Recognised Bachelor's degree or equivalent.	✓		✓
2. Right to work in the UK	✓		✓
3. DBS Enhanced Disclosure			✓
<b>Knowledge and Experience:</b>			
4. 3-4 years' experience of community engagement and family support	✓	✓	✓
5. Strong knowledge of UK child protection issues, especially those affecting children in BME communities.	✓	✓	
6. A good knowledge and understanding of African and other Black cultural/religious practices that impact on children and a willingness to learn about such issues.	✓	✓	
7. A strong understanding of the key issues and challenges faced by migrant and asylum seeking children and their families in the UK.	✓	✓	
<b>Essential Skills and Abilities:</b>			
8. Identifying, prioritising and analysing child protection risks and a willingness to learn whilst working with the social work team	✓	✓	

9. Ability to produce good quality reports within specified deadlines	✓	✓	
10. Willingness and ability to work with others in AFRUCA to evaluate practice and think creatively about how best to work with families.	✓	✓	
11. Ability to work in a non-judgemental and non-oppressive manner with families while showing empathy for their circumstances.	✓	✓	
12. Accountable for own workload and arising issues, be able to work on own initiative.	✓	✓	
13. Be creative and able to cope with medium work-flow but managing several issues at once.	✓	✓	
14. Ability to adapt to work in a non-statutory, small organisational setting, in a small team environment.		✓	
15. You must be able to communicate effectively and speak at public events to a range of audiences	✓	✓	
<b>Desirable: Skills and Abilities</b>			
16. Ability to speak more than one language eg one African language and another European language (ie Spanish, French, Portuguese) would be a strong advantage	✓	✓	
17. Ability or willingness to use remote technology to work with families (training will be provided)	✓		
18. Travel across Manchester to work with families/agencies/communities and occasionally to meet with colleagues in London office		✓	

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