



JOB DESCRIPTION

TITLE OF JOB: Child Care Proceedings Advocate

JOB REFERENCE: CCPA/Jun22

AREA: West Sussex

SERVICE/PROJECT: Advocacy / Parents with a learning disability going through Child Care Proceedings project.

CLOSING DATE FOR APPLICATIONS: 10.00 AM, Monday 27th June 2022

HOURS PER WEEK: 37.5 hours (job share possible)

SALARY: BAND 3 / NJC POINT 14 / £23,484 per annum, paid monthly by Automated Credit Transfer on 25th of each month (starting salary is dependent on previous advocacy experience).

HOLIDAY ENTITLEMENT: 27 days pro rata per annum, plus 3 extra days at Christmas and the usual statutory holidays.

LINE MANAGED BY: Team Leader - Child Care Proceedings Project

RESPONSIBLE FOR: Under the supervision of the Team Leader the post holder will manage a caseload of parents with a learning disability going through Child Care Protection processes.

Impact Advocacy Services deliver person-centred services with individual needs and preferences at the core. We provide a range of advocacy support enabling people with disabilities and health needs to access advocacy, ensuring people have rights that are respected, voices that are heard and real choice and control over their lives.

For an informal chat, please ring Lesley Durbin or Deena Stockdale on 01903 730044
This post is exempt from the Rehabilitation of Offenders Act (1974) and the successful applicant will be required to undergo an enhanced check from the Disclosure and Barring Service (DBS).



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Impact Initiatives is a company limited by guarantee and a registered charity.
Company registered in England no. 140692 Charity Commission no. 276669

BACKGROUND AND AIMS OF PROJECT:

Impact has provided Advocacy Services in West Sussex for over 20 years. The services have developed over time changing to meet the current needs of those who use them and the service currently provides a range of community and self advocacy services to people with disabilities in West Sussex. We have recently received funding from the Henry Smith Charity to extend our work with parents with a learning disability who are involved in child care proceedings. This post involves providing advocacy support for parents for up to 18 months while they are at various points in the child care proceedings process.

ROLE DESCRIPTION:

This role is to provide one to one advocacy in the community to parents with a learning disability, who are involved in childcare proceedings. Parents can include mothers, fathers and other close relatives that are taking on parental responsibility for a child.

MAIN TASKS:

- Providing advocacy support to an agreed number of parents with a learning disability.
- Building a rapport with parents with a learning disability. To build trust and learn the type of support that they need from advocacy.
- Helping parents to understand the Child Care Proceedings processes by providing accessible information to them, this may involve making documents easy read.
- Accompanying parents to key meetings with Children's Services, Solicitors and at Court when needed and supporting them to have a voice in these meetings.
- Supporting parents to access and communicate with local services and organisations relevant to their parenting role.
- Supporting parents for up to 2 months after a child is removed from their care.
- Keeping up to date with Child Proceedings Processes, local services and relevant legislation.
- To maintain accurate records on an advocacy database.
- Effectively engage in one to one supervision, peer supervision, training, team meetings and personal development activities consistent with the requirements of the post and individual career goals.
- Adhere to Impact's policies and procedures including safeguarding, equal opportunities and Health and Safety Policy.

PERSON SPECIFICATION

Essential Skills & Abilities:

1. Experience of working with people with learning disabilities.
2. A good understanding of advocacy principles
3. Excellent communication skills, both with people with learning disabilities and a range of professionals.
4. Good IT skills (Email, Internet, Word, Excel, Zoom, Microsoft teams)
5. A passion to improve the experience for parents with a learning difficulty going through Child Care proceedings.
6. The ability to travel extensively around West Sussex

Desirable Skills & Experience:

7. Experience of working in advocacy or a similar field
8. Hold a national advocacy qualification
9. An understanding of Child Care Proceedings
10. Knowledge of relevant local organisations/agencies and their workings

Supplementary information:

This role description will be subject to review in accordance with the needs of the service. This post is subject to a 6-month probationary period.