

Young Carers Family Support Worker Job Description

Job Title: Young Carers Family Support Worker – 12 Months Fixed Term (with view to extension should additional funding be identified.)

Job Purpose: We are looking for an experienced, innovative and enthusiastic person to provide comprehensive support for young carers aged 6 and above across the county of Warwickshire. The role includes working with families with complex needs, both in and out of their homes, to offer support, advice and advocacy. The Family Support Worker will link young carers with activities, workshops and groups specifically designed for them, ensuring they have opportunities for respite and social engagement.

Families will be supported in achieving confidence and developing strategies to live positively through parenting courses, workshops and signposting to additional resources. This role involves delivering tailored support packages that address the unique challenges faced by young carers, fostering a stable and nurturing home environment. Key responsibilities include organising and delivering parenting courses, arranging respite activities, facilitating peer support networks and providing one-on-one support to young carers and their families.

Based At: Warwickshire Young Carers, Holly Grange, Holly Lane, Balsall Common, CV7 7EB - The post will involve travel across Warwickshire (travel expenses reimbursed) – Countywide role

Reports To: CEO

Salary: £29,968(FTE) per annum plus 6% pension contribution

Hours: 21 hours per week but the post holder must be willing to work flexibly as some weekend and evening work may occasionally be necessary

Holiday Entitlement: 25 days + statutory holidays (Pro-Rata)

Key Responsibilities and Accountabilities:

Direct Support:

- Provide one-on-one support, advice and advocacy for young carers and their families.
- Conduct home visits, group activities and use digital platforms to maintain engagement and accessibility.
- Assist families in navigating services, including statutory and community & voluntary organisations.
- Offer emotional support and help reduce inappropriate caring responsibilities.

Parenting Programmes:

- Organise and deliver parenting courses such as Care for The Family, focusing on effective household management and support for young carers.
- Tailor courses to specific needs, such as primary care, teenage support, or handling family anger.

- Monitor and evaluate the impact of parenting programmes on family dynamics and parenting skills.

Networking and Community Building:

- Facilitate Helping Hand parent networking groups to build community and peer support among parents.
- Host coffee mornings annually across Warwickshire to foster connections and share resources.
- Advocate for families and guide them to specialised services in mental health, education and finance.

Respite and Activities:

- Organise and deliver a variety of respite activities for young carers, providing them with opportunities to relax, socialise and engage in educational and leisure activities.
- Develop activities based on feedback from young carers to ensure they are engaging and beneficial.
- Plan small family activities to strengthen bonds and provide enjoyable, stress-free experiences.

Collaboration and Partnerships:

- Work closely with local schools, healthcare providers, and social services to provide a holistic approach to care.
- Establish and maintain excellent working relationships with statutory, voluntary and community groups to build a library of support links for young carers and their families.
- Refer families to other appropriate services such as CAMHS, social care services and counselling.

Monitoring and Evaluation:

- Maintain accurate records of referrals, assessments, reviews, and one-to-one support.
- Produce regular reports for the CEO, funders and the Board of Trustees on the impact of the Family Support Programme.
- Use tools such as the 'my voice' assessment to capture feedback and measure the effectiveness of interventions.
- Conduct quarterly feedback sessions and annual surveys to continuously monitor the progress of beneficiaries.

Financial and Administrative Duties:

- Work with the Chief Executive Officer to manage the family service budget.
- Seek funding to maintain and develop the Family Support Programme.
- Ensure adherence to professional practice standards, including confidentiality, safeguarding, equality, diversity and inclusion policies.
- Write risk assessments, taking a safeguarding and health & safety approach in all aspects of the role.
- Update databases, ensuring accurate recording and monitoring of systems, including the internal customer records management system Charity Log, in line with GDPR.

General Duties:

- Maintain accurate records of all work undertaken using relevant assessment tools and forms to monitor the progression of individual young carers.
- Evaluate all aspects of work carried out and produce accessible reports as required.
- Meet regularly with your line manager for supervision.
- Take a proactive approach to your own personal and professional development.
- Work within the policies and agreed practices of Warwickshire Young Carers.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post as directed by the Chief Executive Officer.

This list is not exhaustive, and only reflects the key responsibilities of the post holder.

Note: Due to the sensitive nature of Warwickshire Young Carers' work, the post holder must maintain confidentiality at all times. This position is subject to a DBS check. Warwickshire Young Carers is an equal opportunities employer and welcomes applications from candidates with relevant experience.

The post holder will need to work outside office hours e.g., after school hours, during school holidays, evenings and occasionally at weekends to meet the needs of the service. The post holder will also need to travel to activities and events across Warwickshire and beyond.

Person Specification

Young Carers Family Support Worker

Skills/Knowledge/Experience	Essential	Desirable
Relevant qualification e.g. social work, teaching, youth work		✓
2 years' experience, voluntary or paid of working with disadvantaged families	✓	
Experience of case work and advocacy with young people and their families, taking a whole-family based approach to casework.	✓	
The ability to help parents to acquire support for their needs to prevent inappropriate care	✓	
A good understanding of child development and the needs of children	✓	
Awareness of the issues and needs of young carers		✓
Excellent communication skills with children in groups and one-to-one situations	✓	
Excellent communicator (verbal and written skills) – able to communicate with other agencies and the wider local community	✓	
Able to empathise and offer age-appropriate support	✓	
Knowledge of safeguarding best practice	✓	
Experience of organising events, activities and regular groups	✓	
Ability to network with other agencies and to identify services and resources available for children and their families within the statutory and voluntary sector	✓	
Able to manage and prioritise own workload	✓	
An ability to work unsupervised and as part of a team	✓	
Knowledge of the school's network		✓
Knowledge of current legislation relating to young carers and their families		✓
Ability to build relationships with potential donors and funders		✓
Fundraising experience		✓
To work with action plans to demonstrate progress and write monitoring and evaluation reports to assist in reporting to funder	✓	
IT literate e.g. Microsoft Office applications, web, e-mail and databases	✓	
Have access to personal transport for business purposes	✓	
Able to drive a minibus		✓
Able to facilitate or co-facilitate in parenting programs		✓
Ability to speak in front of large audiences and represent the organisation	✓	
Confident in attending Multiagency meetings to support families	✓	
Hold a full UK drivers License – over 2years	✓	