

Post Inclusion Worker Job Profile

Job Title: Post 16 Inclusion Worker
Job Grade: Level 4 Zone 2
Salary Range: £41,952 - £48,663

About Camden

'Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all. The Virtual School is led by the Virtual Head who holds a statutory role and is responsible for **supporting looked after children** to achieve in line with their peers and address barriers to success. The Virtual School in Camden local authority monitors all looked after children, as though they were all attending one school/college. This role supports the statutory duty for Post 16 Looked after Children, 'Participating in Education, Employment and Training'.

About the role

- To develop positive, healthy relationships with Camden Post 16 Looked after children who are reluctant or unable to engage in Education, Employment or Training, (EET). Collaborating with professional networks to lead on the development of bespoke timetables to include alternative activities/programs.
 - To be responsible for monitoring the attendance of allocated Post 16 young persons identified as less than 90% and the engagement for re-engagement, supporting social care, care placements and further education providers in addressing engagement issues.
 - To secure and raise levels of Post 16 young people's engagement with Education, Employment or Training, (EET), through effective monitoring, support, challenge and intervention, including attending and supporting Personal Education Plan, (PEP) meetings, providing support to complete PEP's, data analysis, direct work and working with multi-agency networks/professionals.
 - To understand and Promote the Education of Post 16 Looked-after children in line with statutory guidance, to recommend EET attainment options/levels for Post 16 New into Care, (NIC), including all Unaccompanied Asylum Seekers, (UASC), as they become looked after and ongoing support for UASC requiring support to engage or re-engagement.
- how the role creates a better future for all/how the role impacts Camden and its residents:
- To reduce levels of young people who are Post 16 - 'Not in Education Employment or Training, (NEET) and unauthorised absences, working with our Post 16 young people, Education, Employment and Training providers, carers and social workers to improve levels of attendance and engagement.
 - To provide regular (termly) reports demonstrating the impact of the post holders work and levels of young person's improved engagement.
 - To coordinate and manage the delivery of individualised timetables for complex and at-risk young people to support them to re-engage.

- To provide high quality education employment and training, (EET), advice and guidance to looked after children, care leavers and social care professionals (schools/colleges, foster carers and social workers).
- To attend as appropriate Personal Education Plan (PEP) meetings for identified Post 16 young people and other multi-disciplinary meetings to promote and support the needs of looked after children and ensure that all appropriate plans are in place, completed, adhering to statutory timescales.
- To offer a range of education employment and training, (EET), services to intensively support Post 16 young people including assessment, advocacy, 1:1 advice & guidance, group work and project work.
- To support Post 16 young people to overcome barriers which may be impacting on their personal, social, educational and economic progression and ability to reach their full potential.
- To work collaboratively and effectively and participate fully within the Virtual School for Post 16 Looked After Children and Social Care Services.

About you

The idéal candidate will have a relevant Professional qualification and or expérience of working with young people, training in youth work, counselling and/or psychology (essential)

Knowledge

In this role you will be required to have knowledge and understanding of issues concerning the education of Post 16 Looked-after children and the importance of appropriate education support and early intervention (essential).

The successful candidate will need to have an understanding of local authority responsibilities and relevant government legislation and their impact on services provided for Post 16 Looked after children (essential).

The successful candidate will need to have an in-depth knowledge of Post 16 education provisions and how to establish a positive climate for improvement, particularly for young people who exhibit, or need support with, a variety of learning, behavioural, social and emotional difficulties (essential).

The successful candidate will need to have an understanding of the issues surrounding youth involvement at risk of offending, sexual exploitation, violent behaviour and gangs. (essential)

The successful candidate will need to have an understanding of child development, psychology and therapeutic interventions (desirable).

Skills

The successful candidate will need to have ability to develop positive working relationships and to communicate clearly and effectively both orally and in writing with young people, parents, carers, colleagues and professionals from other public bodies and other agencies (essential).

The successful candidate will need to have ability to work under pressure and prioritise workload where service demands may conflict, including managing a caseload, record keeping and compiling statistics and reports (essential).

The successful candidate will need to have self-motivation, flexibility and versatility and be confident about exercising your own judgement in challenging situations and work within Safeguarding guidelines (essential).

The successful candidate will need to have proven negotiation and influencing skills. Engaging and persuasive communicator at personal and group levels (desirable).

The successful candidate will need to have ability to maintain information systems and keep accurate records (essential)

The successful candidate will need to have ability to collect, analyse and report on data and to produce regular written evaluative reports (essential)

Experience

The successful candidate will need to have evidence of success at engaging, supporting and managing the challenging behaviour of complex young people (essential)

The successful candidate will need to have experience of coaching/mentoring (desirable)

The successful candidate will need to have experience of developing and supporting peer led activities (desirable)

The successful candidate will need to have experience of developing and delivering training programmes (essential)

The successful candidate will need to have experience of working in school, colleges and/or local authorities in a challenging environment (essential).

The successful candidate will need to have experience in developing collaborative working and partnerships in establishing a direction for sustaining engagement for education or training (essential).

Work Environment:

The role will include the need for a flexible approach to places of work, as duties will include direct working with multi agency professionals and young people office based, working from home, outdoors etc

People Management Responsibilities:

This role will have no people/line management responsibilities.

Relationships:

Reporting to the Deputy Virtual School Head who line manages the role.

Key contacts: Virtual School Head, Connexions Workers, Substance Misuse Workers, Drive Forward Education Consultant, HIVE – support Workers, Pathways Placement Managers

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,