

# Family Support Worker

# Job Description

**Job Title:** Family Support Worker

**Location:** Home based in Mid Ulster Area

**Reports To:** Family Service Manager

**Responsible To:** Head of Care Services

**Hours:** 16 hours per week

**Salary:**  S01 points 29-34 £25,390 - £29,500 pro rata

**Holidays:** 25 days plus 12 statutory days pro rata

**Summary of Main Responsibilities**

* To assist the Family Service Manager in providing a professional family support service for families throughout Northern Ireland who have been affected by a diagnosis of cancer

**Specific Duties**

* To assist with the development and delivery of Cancer Focus NI’s family support service within Northern Ireland
* To assess the needs of families referred to the service and develop and implement appropriate care plans and therapeutic interventions in consultation with the family
* To refer families to other services as appropriate
* To facilitate groups as required, such as Climb Programme, Family Night Bereavement Groups, Parent Groups, Teen Groups etc
* To facilitate ‘Writing for the Future’ intervention with patients who wish to avail of the service
* To assist the Family Service Manager in the development of appropriate resources for families and health care professionals
* To liaise with other members of statutory health care or social care teams involved with the family
* To assist in evaluating the effectiveness of the family support service through regular review and audit
* To participate in and contribute to educational programmes for other health professionals, organisations and agencies as appropriate
* To exercise autonomous professional responsibility based on the Code of Professional Conduct and Ethics of the post holder’s professional body
* To participate in regular supervision as provided by Cancer Focus NI
* To participate in ongoing training and continuous professional development
* To participate in meetings with funders or potential funders or assist at fundraising events if appropriate
* To maintain high standards of administration, including client and family record keeping and statistics
* To assist the Family Service Manager in ensuring high levels of service user engagement in the planning, development and delivery of the Family Service
* To assist the Family Service Manager in the development and implementation of the Young People’s parliament and engagement programmes
* To comply with Cancer Focus NI policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety, Confidentiality of Information, Child Protection, Vulnerable Adults and Record Keeping

This is not an exhaustive list of duties and responsibilities and the post holder may be required to undertake other duties when required

The post will require extensive travel throughout Northern Ireland and will involve evening

and weekend work and an element of flexible working.

As the post holder will be in close contact with children and vulnerable adults, the post is subject to an Access NI check



Personnel Specification

Family Support Worker

The Personnel Specification shows essential skills, abilities, knowledge and/or qualifications required to be able to carry out the duties of this post. Therefore, please address in completing the application form, each criterion listed in the specification, drawing upon all of your experience, whether in paid employment or on a voluntary basis.

**Essential Criteria**

* A recognised qualification in one of the health professions e.g. nursing, psychology, counselling, social work or one of the creative therapies registered with the Health Professionals Council
* Three years’ post qualification experience as a registered practitioner
* Evidence of two years’ extensive experience working with families and children
* Experience and knowledge of the needs of cancer patients and their families
* Able to demonstrate experience of working with and facilitating therapeutic groups
* Evidence of creativity and innovation whilst working on projects involving families and children
* Ability to work well as part of a team
* Excellent written and verbal communication skills
* Competent user of Microsoft packages
* The ability to work flexible hours, including evenings and weekends
* Hold a full, current driving license with business insurance and have access to the use of a car or some other appropriate form of transport to carry out the duties of the post