



Role Profile

Job Title: Early Years Family Practitioner	Grade/ Level: M	Post Number: S000064
Directorate: Children, families and community health	Job Family: Early Help	Date Prepared: 01/09/2020
Role reports to: Health Visitor Team Lead		
Job Purpose: <p>Our aim is to promote the long term health and wellbeing of young children and their families by offering the national Healthy Child Programme (Pre-birth to 5 years). This includes universal contacts offered to all families and more intensive targeted support to those who have been identified as having vulnerability factors or for whom there are acknowledged risks including safeguarding concerns.</p> <p>The post holder will be managed as part of the locality health visiting team and all activities will contribute to the overall delivery of the commissioned health visiting service.</p> <p>Activities undertaken will include working in partnership with the named health visitor in delivering delegated aspects of the universal Healthy Child Programme as well as assisting in the assessing of a family's needs and delivering an agreed package of care. Partnership working with other members of the locality team as well as with other services and agencies will be key to successful working</p>		
Key Accountabilities: <ul style="list-style-type: none"> • To plan and organise activities and interventions related to the 0-5 'core offer' for children young people and families under the named health visitor • To plan and organise home visits as appropriate as a lone worker or in conjunction with other professionals • To undertake planned development reviews • To facilitate group activities and sessions • Advise and assist parents with developing positive parenting skills and parent-child attachment • Undertake health promotion activities • Support children and their parents with school readiness • Undertake duties in well baby hubs, nurseries, pre- school and school settings • To maintain contemporaneous client records as per NMC guidelines and service standards. • To act as an advocate for identified children and young people to facilitate access to, and understanding of appropriate services. <p>Participate in meetings as appropriate</p>		
Job Scope: <ul style="list-style-type: none"> • The post hold will not responsible for managing a caseload 	Job Scope: <ul style="list-style-type: none"> • Budget will not be a budget holder 	

Knowledge and Experience:

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications (Academic Professional Statutory or Vocational)	<ul style="list-style-type: none">• BTEC level 3 Diploma in Early Years Or• CACHE Diploma in Child care and Education, Level 3 (2 year course) Or• NVQ/SNVQ level 3 in Early Years and Education Or• NNEB Diploma• Current Driving Licence	
Experience	<ul style="list-style-type: none">• Demonstrated experience of targeted work• Experienced working with a range of families from different backgrounds• Experienced in observing and reporting child development and behaviours	<ul style="list-style-type: none">• Experience in facilitating groups• Previous community experience
Knowledge	<ul style="list-style-type: none">• Knowledge of the Healthy Child Programme• Sound knowledge of topics such as child development, weaning, behavior• Understanding of safeguarding	<ul style="list-style-type: none">• Breast feeding and BFI
Technical skills	<ul style="list-style-type: none">• Able to use Microsoft word, excel, teams	<ul style="list-style-type: none">• Report writing

Strategic and Policy Development

- Work within Borough Policies and Procedures, and adhere to local and national standards.
- To monitor, evaluate and review guidelines and standards, proposing changes where necessary.

Quality Assurance

- Be aware of research both local and national.
- To participate in research and audit as required.
- To evaluate practice for clinical effectiveness.

Decision Making:

- Facilitate effective and positive working relationships, with clear consistent lines of communication.
- Participate in meetings, and development relevant to the service.
- Be responsible for local induction of new team members.

Finance and IT

- To be aware of budgetary constraints and to use resources efficiently and effectively.
- To ensure care, security and maintenance of equipment.
- To work within Data Protection and information governance policies.
- To maintain IT skills and knowledge of IT support systems to ensure effective use.

Contacts and Relationships:

- Clients and families or carers to assess health needs, plan implement and evaluate agreed programmes of care under the delegation of the health visitor.
- Multi-disciplinary team with both community and hospital to communicate needs of client and to ensure safe delivery and continuity of care.
- General Practitioner and surgery staff to ensure continuity of care.
- Statutory and Voluntary Agencies to foster partnership working and support provision of care for benefit of individuals, families and communities.
- Children Services to communicate needs of client and to safeguard children.
- To be able to communicate with people from a wide range of social, economic, cultural and ethnic/racial backgrounds.
- To be able to communicate with a wide range of colleagues in different disciplines and agencies.
- To be able to work well in a multi-agency team

Creativity and Innovation:

- Support training for learners and personnel in related areas – eg: students from other disciplines.
- Identify training needs based on staff appraisal, personnel development plans and the Trust strategy for the development of the service.
- Contribute and be involved in Supervision.
- Contribute to practice development through
 - Critically appraising current developments and feed back to team.
 - Taking part in team meetings
 - Attending professional days.
 - Involvement in working parties/groups
- Demonstrate a sense of humour
- To be able to respond to the demands of working in a complex and diverse environment
- Demonstrate good organisational skills
- Be flexible/adaptable

Emotional Demands of the job:

- Maybe exposed conflict and possible aggression
- Violent and aggressive pets (dangerous)
- Often poor and unsuitable premises
- Frequent exposure to body fluids
- Contact with fleas, lice and scabies
- Exposure to secondary smoking

Job Specific Competencies**Confidentiality:**

The post holder must maintain confidentiality of information about patients, staff and all health service business. Information gained must not be communicated by the post holder to other persons except in the course of duty.

Flexibility:

This Job Description is not intended to be exhaustive. The post holder will be expected to adopt a flexible attitude towards the duties outlined which may be subject to adjustment at any time in consultation with the post holder and in line with the needs of the Trust

Features of the role:

- Based in a community setting - possibly lone working at times.
- Frequent driving on home visits
- Manual handling of equipment
- Frequent driving of a wide area
- It is the responsibility of all employees to ensure that the requirements of the Health and Safety at Work Act are complied with, safe working practices are adhered to and that any hazards observed are reported to the appropriate office immediately.

No Smoking Policy:

It is policy to promote Public health. Smoking is therefore prohibited throughout all PCT and Borough premises and grounds.

In accordance with the provisions of the Data Protection Act 1998, jobholders should take reasonable care to ensure that personal data is not disclosed outside Council procedures, or use personal data held on others for their own purposes. In accordance with the provisions of the Freedom of Information Act 2000, ensure requests for non-personal information are dealt with in accordance with the Council's written procedures.

In accordance with the provisions of the Health and Safety at Work Act 1974 and the Management of Health & Safety at Work Regulations 1999 you must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to comply with its statutory duties for health and safety.

You must work in accordance with training or instructions given, make proper use of any personal protective equipment provided and inform your manager of any hazardous situations or risks of which you are aware.

You must ensure you undertake responsibilities relating to your position as detailed within your Directorate Health and Safety Policy.

This post is subject to an enhanced CRB disclosure which will be carried out if your application is successful.

Values and Behaviours

We strive to underpin our culture through strong management and authentic leadership, this means getting the management basics right, and ensuring what we commit to individually and collectively, we own and demonstrate accountability aiming to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, this means in our work we are:

Connected: We put Swindon and its people at the heart of everything we do.

We display a communication and behaviour style that promotes a positive Council identity in connecting with residents, customers, colleagues and other stakeholders ensuring a partnership approach to delivering our vision. Always asking, “is what I am doing in the best interests of Swindon and its people?”

Resilient: We are forward thinking and work smart

We seek to identify where things can be improved, ensuring this learning is embedded, evaluated and built upon through a strong approach to continuous organisational development.

Brave: We respect and work together with our colleagues and customers to achieve success

We act in an emotionally intelligent way, setting positive examples around accountability, risk and governance. This will be delivered through developing ourselves and our teams to achieve the highest possible levels of productivity and performance.

Employee Signature:

Print Name:

Date

Line Manager’s Signature

Print Name:

Date: