

Hertfordshire County Council

Job Outline



JOB TITLE: ISS (Intensive Supervision and Surveillance) Senior Practitioner – Youth Justice

GRADE: M1

REPORTS TO: Youth Justice Service Specialist Manager

TEAM: West Herts (Based in Hemel Hempstead)

DEPARTMENT: Services for Young People

Purpose of the Job

To work in partnership with Targeted Youth Support staff and other statutory and voluntary agencies, to provide intensive and robust programmes for young people subject to court orders with Intensive Supervision and Surveillance requirements to meet National Standards to reduce and manage risk to the public and prevent further offending.

To work intensively with young offenders and their families.

Main Areas of Responsibility

Through appropriate assessment of risk and risk management to develop, provide, co-ordinate and monitor programmes of intervention for young people subject to court orders with an ISS requirement in order to prevent further offending in accordance with evidence based practice.

Ensure that all young people on ISS intervention programmes are monitored and subject to community surveillance in accordance with their programmes and that any apparent failure to comply is appropriately followed up.

To contribute to the delivery of the full range of services for children, young people, their families and victims within Youth Justice Services.

To line manage, direct and supervise the work of ISS Targeted Youth Support Worker to ensure programme requirements are met and to line manage the TYS worker working on their own small caseload.

Participate in operational duty cover, including support to ISS support workers at all times, including evenings and weekends of programme operation.

Work in partnership with staff and managers in Targeted Youth Support teams and with the parents/carers and families of young people to ensure consistency with

programme arrangements and to maximise the benefits of individual programmes for young people.

Keep accurate and up to date case records (including paper and electronic records) including daily tracking sheets, statistics and other information meeting the requirements of the ISS

Work closely with the Youth Justice Specialist manager and other ISS Senior Practitioners to ensure quality standards are met and to ensure programme delivery at all times.

Attend Court, formal and informal meetings, seminars etc and represent the ISS at local and national forums and events. Participate in Court Duty rota including Saturday Remand Court.

Provide high quality reports to Court based on thorough and well-informed assessments.

Liaise with relevant statutory and voluntary agencies to exchange, provide, gather, collate and evaluate information and data as may be required for monitoring the compliance of young people, maintaining the positive benefits of individual intervention programmes and to further the development of the service provided by the ISS.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Equality and Diversity

Hertfordshire County Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff and partners. The council's equality policy 'Putting People First' is available on hertfordshire.gov.uk, on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Additional Information: Code of Practice on the English Language Requirements for Public Sector Workers

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

- A qualified social worker with current registration with the HCPC.
- Extensive experience of post qualifying Youth Justice work including providing interventions and working as part of a multi-disciplinary team.
- Able to represent the service in court, providing robust sentencing options, specifically understanding the principles of Intensive Supervision and Support as an alternative to custody.
- Experience of management and supervising a professional assistant to ensure that the programme requirements are met.
- Experience and knowledge regarding the statutory requirements relating to Children Looked After and Care Leavers.
- Experience and a sound knowledge of relevant legislation and policies relating to young people and their families within the youth justice service and have the ability to manage caseloads and undertake risk assessments and pre-sentence reports with credible proposals.
- Able to provide support and information to TYS colleagues on Youth Justice matters.