

Job Description



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| Job Title: Disruption (Youth Justice) Support Officer | Service Area: Youth Offending and Legal Intervention | |
| Directorate: Children and Young People Directorate – Intensive Services | Post Number: 10026042, 10026041 | Evaluation Number: 1578 |
| Grade: PO1 | Date last updated: Dec 2023 | |

EQUALITY AND DIVERSITY

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.

PROTECTING OUR STAFF AND SERVICES

Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.

SERVICE REDESIGN

Joined up horizontal working, integrated multidisciplinary delivery and matrix management. These are just a few of our initiatives which centre our services around the child or family to ensure “one family, one plan”.

Staff are required to work in accordance with these values, breaking down traditional silos and improving outcomes for children through more holistic and early intervention and the rapid delivery of effective intensive interventions to children, young people and families with identified safeguarding needs.

Overall Purpose of Job

To contribute to the provision of effective multi-agency youth justice provision, in preventing offending by children and young people following a ‘risk led’ youth offending service framework.

To fulfil a full range of case management responsibilities associated with work with low to high risk young people. This to include undertaking Assessments, Planning, Interventions and Supervision (APIS) with young people aiming to preventing offending and improving outcomes for all YOT service users (young people, parents, victims). To participate in the delivery of a wide range of YOT programmes on an individual and group work basis attending court, prison and police custody where necessary to fulfil case management responsibilities.

With the support of the YOT Group Manager, Team Manager and Youth Justice colleagues to provide direct services to young people subject to voluntary

interventions, pre-court disposal and Court Order's (e.g. Victim Services, Gang Prevention, Reparation).

Job Context

1. The postholder reports to a Team Manager – Youth Justice.
2. The postholder has no line management responsibility.
3. The postholder has no budgetary responsibility.
4. The postholder may be required to work evenings, weekends and occasional public holidays as the service requires.

Key Tasks and Accountabilities

1. Fulfil a comprehensive range of casework responsibilities for young people within standards identified by the YJB and the YOT Management Board along with preventative work with children and young people (this includes working with children and young people at risk of anti social behaviour).
2. To work to prevent and reduce the negative impact of gang activity / affected on young people.
3. To lead the delivery of a specialist model of direct work with young people involved with gangs, their families and supporters in the community and to put them at the centre of changing young people's violent behaviour.
4. To make contact with young people involved in gangs establishing positive working relationships with them and their families to improve their outcomes
5. Undertake assessments of risk and need using YJB assessment tools, to prepare reports relevant to these assessment and use these to inform partners (including police) on decisions regarding criminal justice proceedings for young people including taking enforcement action where necessary.
6. Devise, implement and review intervention plans and make necessary referrals to support agencies to ensure effective delivery of this intervention plan.
7. Deliver a range of YOT interventions – including both individual and group work programmes ensuring that the interventions work towards positive outcomes for young people. This may involve off site activities.
8. To work directly with partners, families and communities in delivering interventions including engaging with young people off site as part of a response to community / risk led needs (some may be conducted as part of multi agency working with partners)
9. To represent the Youth Offending Team at inter-agency group meetings.
10. To take account of diversity issues particularly when devising and implementing interventions.

11. Work to achieve the aims of the service plan and relevant team plans.
12. Work to the clearly defined YOT policies and procedures – both those relating to your core service area and YOT wide policies.
13. Contribute to maintaining the safety and security of service users and visitors and their belongings.
14. Be responsible for the accurate and up to date maintenance of records and files in accordance with Youth Offending Service procedures, Data Protection legislation and associated recording procedures.
15. Take responsibility for your professional development ensuring that knowledge, skills and competencies are up to date and relevant to the effective achievement of the key tasks identified.
16. Undertake such other duties as may be determined within the general scope of this post and within the competence of the post-holder.

Personal Specification



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| Directorate: Children and Young People Directorate – Intensive Services | Post Number: tbc | Evaluation Number: 1578 |
| Grade: PO1 | Date last updated: August 2012 | |

IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

CRITERIA

METHOD OF ASSESSMENT

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KNOWLEDGE:

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| <ul style="list-style-type: none"> Knowledge of risk factors associated with youth crime in order to address offending behaviour. | Application Form/Interview |
| <ul style="list-style-type: none"> Understanding of interventions that are effective in the prevention of offending and re-offending by young people. | Application Form/Interview |
| <ul style="list-style-type: none"> Knowledge of child development to deliver age | Application Form/Interview |

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| <p>appropriate interventions.</p> <ul style="list-style-type: none"> • Knowledge of procedures and practices in working with young people within an multi-agency youth offending service. • Knowledge of integrated working with agencies / services involved with young people. , (e.g. Childrens Services, third sector, police, probation, education and youth services) | <p>Application Form/Interview</p> <p>Application Form/Interview</p> |
| <p>EXPERIENCE:</p> <ul style="list-style-type: none"> • Previous experience of working with Young People at risk of offending and re-offending. (e.g. CYPs, police, probation, schools, criminal justice, youth work). • Experience of working in a multi agency / public / voluntary sector setting. • Experience of case management and writing reports based on young peoples assessed needs. • Experience of casework tasks including assessment, intervention planning, intervention delivery and effective case management recording. | <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview / Test</p> <p>Application Form/Interview/Test</p> |
| <p>SKILLS AND ABILITIES:</p> <ul style="list-style-type: none"> • Excellent interpersonal and communication skills in engaging young people and their families • Ability to plan, deliver and engage young people in group work programmes that address offending behaviour. • Good literacy and numeracy skills in order to write reports to a good standard presenting information clearly, concisely and accurately for a variety of audiences including clients and professionals. <ul style="list-style-type: none"> • Assessment skills that address risk and need and to match these to the most appropriate intervention available. • Ability analyse information and use this to inform assessments and decisions regarding criminal justice proceeding and problem solving for young at risk of offending and re-offending. | <p>Application Form/Interview</p> <p>Application Form/Interview /Test</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> |

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| <ul style="list-style-type: none"> • The ability to act in an appropriate manner and with discretion in managing confidential and sensitive information. • IT skills including case management applications. | Application Form/Interview Application Form/Interview/ Test |
| QUALIFICATIONS: <ul style="list-style-type: none"> • None required. | N/A |
| OTHER SPECIAL REQUIREMENTS: <ul style="list-style-type: none"> • This role is subject to an Enhanced CRB check and is exempt from The Rehabilitation of Offenders Act (1974). | Application Form |