

JOB DESCRIPTION

Job Title		Mockingbird Liaison and Recruitment Worker			
Service Area		Children's Services	Function	People	
Team	Fostering	Post number	S005411	Grade	07 SCP23-25
Reports to:		Fostering Recruitment and Development Manager			
Responsible for:		The function of the Liaison and Recruitment Worker is to support the delivery of the Mockingbird model, including co-ordination of fostering constellations and pods, carer engagement, recruitment activity and performance tracking.			
Purpose of Job					
<p>This Liaison and Recruitment Worker supports the hub home carer and the satellite home foster carers within the Mockingbird Programme and the foster carers within the Redbridge Pod Programme.</p> <p>Within their role they maintain regular contact with the hub home foster carers and pod pal (lead foster carer within the pod), providing them with guidance and support and helping them to review the needs of the carers within the constellation and pod, identifying opportunities for the Hub Home Carer and Pod Pal to support foster carers and the children by planning activities and sleepovers. The role will also involve arranging monthly group activities, foster carer meetings and training.</p> <p>The Liaison and Recruitment Worker has lead responsibility for communications between the fostering team, the children's social workers and the Mockingbird constellation and Redbridge Pod.</p> <p>The Liaison and Recruitment Worker will lead and deliver fostering recruitment through targeted community outreach and events, building strong relationships with local organisations, schools, faith groups and community leaders. They will attend and represent the service at promotional events and contribute to marketing and communications by supporting the creation of digital content, and ensuring fostering is consistently and effectively promoted across all channels and engagement activities.</p>					
Major duties and responsibilities					
<ul style="list-style-type: none"> • Supports the hub home carer and pod pal. • Work closely with the Children's social workers and the foster carers Supervising Social Workers within the constellation and pod to ensure that their needs are well understood and supported within the programme. • Maintains regular contact with the hub home carer and pod pal to review the foster carers' attendance and participation in planned Mockingbird activities, support care, monthly constellation meetings and training. • Participates periodically in Mockingbird and Pod activities and social events - role includes assisting the hub home carer in co-ordinating and booking activities, arranging training, arranging, or providing, transport and assisting with the coordination of monthly constellation and pod meetings. • Responsible for briefing staff and reporting successes, challenges, and resource needs to the overseeing management team. • Advocates for additional support needed by the constellation. • Ensures hub home carer takes much needed time away from their role to avoid burnout. • Producing monthly reports to track performance and evaluate impact. • Supports the learning and development needs of the hub home and constellation carers by enabling the hub home carer to access training and resources from the fostering services where possible. • Deliver fostering recruitment activity through community outreach and events • Build relationships with local organisations, schools, faith groups, and community leaders • Create digital content and ensure fostering is promoted consistently across channels and events 					

Equality and Diversity

- To ensure that equality and diversity considerations in relation to carers and young people are central to your work, and that the equalities impact of any major projects or initiative is assessed.
- To maintain at all times a courteous, helpful and polite response to members of the public, promote anti-discriminatory practice and to ensure that individual needs are recognised and supported.

General

- To keep abreast of changes in legislation: national and local trends.
- To develop and maintain a working knowledge of major Council policies, procedures and practice guidance notes and work within them at all times.
- To be smart and presentable at all times in compliance with the current dress code.
- Any other duties appropriate to this area of work and consistent with the level of the post, as may from time to time be required.

Corporate

- To contribute to the corporate delivery of Redbridge Council's vision, core values and goals, providing a clear sense of direction and purpose.
- Through personal example, commitment and clear action, to value and celebrate the rich diversity of the community in Redbridge, ensuring equality of access and treatment in employment and service delivery.
- To ensure service users and carers play an active part in the development of services.
- To play a key role in developing and maintaining a positive culture in which multi-disciplinary working and service user involvement can flourish.

PERSON SPECIFICATION

Job Title	Mockingbird Liaison Worker					
Service Area	Children's Services	Function	People			
Team	Fostering	Post number	S005411	Grade	07 SCP23-25	
<i>Method of candidate assessment: A = Application Form I = Interview T = Test</i>						
<i>Weighting: 3 = more important, 2= less important</i>						
Selection Criteria					A - I - T	Weighting
Education and Qualifications:						
<ul style="list-style-type: none"> Recognised Social Work, childcare or alternative qualification 					A	3
Experience:						
<ul style="list-style-type: none"> Experience of providing coaching/support/training to others via email, phone, video call and in person. 					A-I	3
<ul style="list-style-type: none"> Experience of managing sensitive or challenging situations. 					A-I	2
<ul style="list-style-type: none"> Working in a multi-disciplinary environment, and across staff teams. 					A-I	3
<ul style="list-style-type: none"> Experience of working collaboratively with colleagues and other professionals. 					A-I	2
<ul style="list-style-type: none"> Experience of working with foster carers, children's services or community engagement. 					A-I	3
<ul style="list-style-type: none"> Experience working with and engaging with children and young people leading to positive change. 					A-I	3
<ul style="list-style-type: none"> Experience of handling confidential information in a professional manner. 					A-I	2
<ul style="list-style-type: none"> A working knowledge and understanding of the Mockingbird model and programme. 					A-I	2
<ul style="list-style-type: none"> Experience in recruitment, outreach or marketing 					A-I	3

Skills and abilities:			
<ul style="list-style-type: none"> • Commitment to valuing diversity and promoting equal opportunities and anti-discriminatory practice. 	A-I	3	
<ul style="list-style-type: none"> • Highly organised, self-motivated and proactive with the ability to prioritise and manage own work and time to meet required timescales. 	A-I	3	
<ul style="list-style-type: none"> • Strong problem-solving skills and be able to develop creative solutions to address any issues which arise. 	A-I	3	
<ul style="list-style-type: none"> • Able to build strong relationships with a range of individuals and organisations to facilitate communication and collaboration. They should be able to work well in a team environment and be able to build trust and respect with their colleagues and partners. 	A-I	3	
<ul style="list-style-type: none"> • Able to maintain professional boundaries whilst working closely with carers and families, balanced by approachability and friendliness in their personal manner. 	A-I	3	
<ul style="list-style-type: none"> • Energetic, sociable, creative and always keen to share ideas. 	A-I	3	
<ul style="list-style-type: none"> • Calm in the face of conflict and crisis, able to diffuse difficult situations and to be able to hold emotional space for others and maintain their own wellbeing. To be able to listen and respond with patience, tolerance and sensitivity. 	A-I	3	
<ul style="list-style-type: none"> • IT competent and able to demonstrate effective use of MS applications and ability to produce reports and ensure data is collated and maintained. 	A-I-T	3	
<ul style="list-style-type: none"> • Ability to remain child focused and promote the voice of the child. 	A-I-T	3	
<ul style="list-style-type: none"> • Ability to plan and deliver events and group activities 	A-I	3	
<ul style="list-style-type: none"> • Ability to work flexibly, travel and work evenings and weekends when required. 	A	3	
<ul style="list-style-type: none"> • Pay attention to small details and ensure that all parties have the information they need in order to achieve shared goals. Able to convey information accurately and follow through on tasks in a timely manner. 	A-I	3	
<ul style="list-style-type: none"> • Able to manage multiple tasks and projects simultaneously, and have strong organisational skills to ensure that everything is completed efficiently and effectively. 	A-I	3	
Knowledge			
<ul style="list-style-type: none"> • Willingness to undertake relevant training for the role. 	A-I	3	
<ul style="list-style-type: none"> • Broad understanding of the policy and practice agenda for Children’s Social Care. 	A-I-T	3	
Other job requirements:			
Occasional evening and weekend working is a requirement of the role.		A-I	3
Car driver		A	3