Job Description

Job Title
Family Support Co-ordinator – 1001 Days

Reports To
Thrive Manchester Manager

Job Overview
To support parents in Wythenshawe during this critical 1001 days of their child’s life by working with them one on one and in small groups to help them understand how interaction with their child will have an effect on their child’s development.

Responsibilities and Duties
• Develop goals together with the client, to help them understand the importance of a child’s first 1001 days
• Meet with families one to one to support them in reaching their goals both in the home and in the community
• Offer families extra resources and opportunities to work with other partners in the community
• Offer families practical support
• Liaise with referrers including Barnardos, health visitors, Early Help and Wythenshawe Community Housing Group
• Schedule appointments and sessions with families referred to the project
• To carry out initial client assessment with another member of staff
• To establish, run and co-ordinate regular group sessions and or attend community sessions that already happen to support families
• Monitor and evaluate the impact of the project
• Develop and deliver training for volunteers who wish to support this project
• Promote this project to potential refers across M22 and M23 postcodes through a variety of mediums
• Attending training and networking groups as well as improving your own knowledge and understanding of 1001 days, ACEs and trauma
• Flexible working hours to meet the needs of individual clients
• Any other reasonable tasks to support the wider work of Thrive Manchester

Salary
£20,000 per annum pro rata

Hours
40 hours per week. Job sharing will be considered.

Contract
9 Month fixed term
Person Specification

Knowledge, Experience and Skills Required

- An understanding of the first critical 1001 days
- Understanding of the impact of ACEs and trauma, and the importance of attachment
- Previous community-based experience
- Relationship focused approach
- Experience of working with families with babies and young children
- Ability to prioritise and structure work
- Ability to form good working relationships with colleagues, clients and partner organisations
- Project management skills
- Experience of using Microsoft Office
- Monitoring and evaluation
- Full, clean driving license and use of a car

Personal Qualities

- Enjoys being part of a team
- A desire to see health inequalities reduced
- Pro-active
- Empathetic and caring
- Good listening skills
- Non-judgmental
- A desire to learn new skills

The successful candidate will be required to have an enhanced Disclosure and Barring Service (DBS) Check

How to Apply

Application by CV (no more than two pages), the additional information form and a covering letter to be sent to Dave Nuttall dave@thrivemanchester.org.uk

Deadline for applications: Wednesday 29th July 2020
Interviews: Week beginning 3rd August 2020