

Job Description

Youth Offending Service Youth Justice Worker

1. Job Purpose & Objectives

The post holder will supervise young people to ensure the Youth Offending Service (YOS) meets its statutory responsibilities for youth justice. Key objectives include:

- To manage a caseload, including some medium risk cases, including assessment, planning, interventions, review and enforcement of court orders
- To reduce the risk of re-offending, to manage safeguarding and risk issues to protect the public and young people from harm
- To supervise young people undertaking specific elements of court orders and cautions, including Intensive Surveillance and Supervision, bail support, reparation and restorative justice

2. Main Duties & Responsibilities

<i>Main Duties & Responsibilities</i>
To carry a caseload, and to assist in the team's work on complex cases with significant risk issues
To undertake assessments and reviews, using structured and specialist assessment tools; to devise and implement intervention plans to reduce the likelihood of reoffending.
To use client engagement skills to build positive working relationships with service users and to ensure service users participate in assessment, planning and review processes
To prepare written reports for youth offender panels and other forums within national and local timescales and quality standards.
To supervise young people undertaking specific activities as part of their court order or caution, such as Intensive Surveillance and Supervision, bail support, reparation, offending behaviour programmes and constructive activities
To maintain prompt, full and accurate case records and to contribute to the collection and use of performance information.

To work constructively in a multi-agency team to make best use of the team's varied professional perspectives
To work collaboratively and constructively with colleagues from other children's services and relevant partner agencies to ensure the best outcomes for young people, victims and the community
To represent the YOS in formal settings like court, police stations and custodial establishments.
To contribute to the implementation of team quality assurance processes
To undertake effective safeguarding practice, including effective inter-agency working, in order that the highest standards are maintained for protecting vulnerable children and young people from harm; to follow YOS policy and procedures for the accurate assessment and safe management of risk to children.
To undertake effective risk management to protect the public from harm and to reduce re-offending; to follow YOS policy and procedures for the accurate assessment and safe management of risk to the public.
To undertake office duty cover in accordance with service requirements
To manage a full workload effectively in the context of national and local deadlines, significant travel and client home visits, and some out of hours working
Information Sharing - To share information appropriately and proportionally to support the management of risk and vulnerability; to prevent crime and to support the swift administration of justice.
To undertake such other duties as are required, commensurate with the level of responsibility for this post
To adhere to the Council's Equality and Diversity Policy, both in the treatment of staff and in the delivery of services, including assessment of and response to the diversity needs of service users.
To carry out the duties and responsibilities of the post with full regard to the promotion of and compliance with Council's policies.
To undertake restorative justice activities with victims and young people

3. Knowledge and Skills

Ability to work effectively across agencies and professional groups, building and sustaining positive working relationships
Ability to organise time and balance conflicting priorities whilst consistently meeting individual and organisational objectives

A good understanding, knowledge and commitment to equalities and to diversity needs