

Job Description	
Job Title	Beyond the Walls, Behind the Gate Family Coordinator
Salary Range/Grade	Grade F
Job Location	Co-located within the community and HMP Winchester
Hours Per Week	37 hours
Reports To	Beyond the Walls, Behind the Gate Lead
Responsible For	N/A
<p>What positive impacts will this position have on children, young people and families?</p> <p>The Beyond the Walls, Behind the Gate Family Coordinator plays a pivotal role in fostering positive change and enhancing outcomes for both young men in custody and individuals transitioning from prison to family and community life. Through innovative programmes like Boys2Men, the Coordinator empowers young men to navigate the transition from adolescence to adulthood, challenging them to consider the impact of role models and peer influences on their development. Simultaneously, they will provide comprehensive support to individuals and families, empowering males in custody and facilitating effective resettlement. By offering targeted interventions and fostering stronger family bonds, this empowering role contributes to personal growth and promotes a brighter future for all involved.</p>	
General Description	
Task	
<ul style="list-style-type: none"> To build effective partnerships with other services, both prison based and in local communities to identify and recruit a case load that meets the criteria of the service and be part of an interagency response to the needs and circumstances of individual families during custody and on release 	
<ul style="list-style-type: none"> To liaise with statutory and voluntary sector partners including probation, education, children and adult services and family hubs to promote joint working and to support the continuation and development of services for prisoners, children and families 	
<ul style="list-style-type: none"> To coordinate and lead multi-agency Family Resettlement Meetings and sharing relevant information with partners including Children's Services, Probation as part of pre-release resettlement planning and support. 	
<ul style="list-style-type: none"> Lead on the delivery of the Boys2Men programme project to a high standard to young men within HMP Winchester 	
<ul style="list-style-type: none"> Work with young men and their families to identify priorities, support needs, interventions and goals, developing and implementing strategies for securing these, using assessment and monitoring to motivate young men and their families to achieve a shared and mutually agreed support plan/ contract. 	
<ul style="list-style-type: none"> Promote young men's self-awareness, confidence and participation through facilitating exploration of their values and beliefs, encouraging their involvement in the design of their service and supporting them in evaluating the impact of the service upon their own situation. 	

<ul style="list-style-type: none"> • Manage a small caseload of males due for release to the Winchester area, who meet the service criteria and maintain case notes to a high standard producing progress reports as necessary and within timescales
<ul style="list-style-type: none"> • Identify need using the Justice Outcomes Star assessment tool and determine individual needs
<ul style="list-style-type: none"> • To lead and co facilitate groups and deliver one to one support within the prison and the community
<ul style="list-style-type: none"> • To engage with families and ensure the needs of children are met appropriately pre and post release with the support of the prison based services and community support in the local release area
<ul style="list-style-type: none"> • To model and promote safeguarding best practice at all times. To ensure all vulnerable adults and children are appropriately safeguarded and to ensure Spurgeons' Safeguarding policy and procedure are correctly followed, under direction of the Service Manager
<ul style="list-style-type: none"> • To adhere to prison security policies and procedures and to work in partnership with prison managers and staff
<ul style="list-style-type: none"> • To adhere to Spurgeons' Health & Safety policies and procedures, helping to ensure that working and service delivery environments are safe, appropriately risk assessed and that learning informs practice improvement.
<ul style="list-style-type: none"> • To be a highly effective team member who is able to work in a challenging environment and communicate and negotiate appropriately and professionally with service users, colleagues and multi-agency partners, contributing to the running of the service, responding to ongoing change and solving problems as they arise.
<ul style="list-style-type: none"> • To make a significant contribution to the development of family hub models of practice based on the resettlement needs of prisoners and their families from the Hampshire area
<ul style="list-style-type: none"> • To contribute to the development and implementation of Spurgeons strategy, plans and protocols for a family focussed resettlement service, ensuring that an excellent service is delivered creating demonstrable and positive impact
<ul style="list-style-type: none"> • To ensure delivery of the services are in accordance with Spurgeons' Core Values, behaviours and the highest professional standards.
<ul style="list-style-type: none"> • To be responsible for own performance, regularly identifying areas to improve own performance, attending regular supervision at least 4-6 weekly, appraisals and undertaking identified learning and development identified in Personal Development Plan.
<ul style="list-style-type: none"> • To ensure services are • Child centred • Customer focused and responsive to service users • Solution focused

Job Description & Person Specification

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| <ul style="list-style-type: none">• Meaningful and include participation of service users |
| <ul style="list-style-type: none">• Fully embrace diversity and anti-discriminatory practice |
| <ul style="list-style-type: none">• To operate within all Spurgeons ICT, management information and monitoring processes |
| <ul style="list-style-type: none">• To contribute to maintaining the level and quality of resources across the service |

<p>What you will have achieved by month 3</p>	<ul style="list-style-type: none"> • Completed essential online training • Read and understood policies and procedures • Attended Spurgeons 'Introducing out Ethos and Values' workshop • Completed 3 month mid probationary review • Enhanced prison security clearance and key training • Completed Induction process • Understanding of how the service operates within prison procedures and protocols • Liaison and information sharing with multi-agencies Establish key partnerships within the prison and out in the community • Establish effective referral system in order to build a viable caseload
<p>What you will have achieved by month 6</p>	<ul style="list-style-type: none"> • Successfully completed probation and probationary review meeting • Confident in the delivery of most aspects of the programme and have delivered approximately 2 Boys2Men courses • Confident in using recording systems and completing reports • Confidently contributing to team meetings and service objectives and outcomes • Holding a full manageable caseload • Set up and facilitated Family Resettlement Meetings with family and key partners • Set up and undertaken community visits for released fathers and their families • Established clear pathways and handover to further family support within the community as required • Data collection and analysis of all feedback from service users and partners re effectiveness of the service
<p>What you will have achieved by month 12</p>	<ul style="list-style-type: none"> • Attending multi agency meetings • Confidently setting up of groups • Working independently • Demonstrating good impact and outcomes of the programme by way of programme evaluation • Effectively collating, monitoring and investigating data to determine trends • To be confidently contributing to the overall business strategy of the programme • Service will have become embedded into resettlement work within the prison and recognised and valued within the community by range of partner organisations and partners • Data collection and analysis of all feedback from released fathers, their families and partner agencies re

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	<p>effectiveness of the support offered will be used to inform future plans for the service</p>
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Type	Description	Essential/ Desirable
Qualification(s)	<ul style="list-style-type: none"> Professional qualification and specialist experience in the area of family services, probation, justice or similar relevant to the role NVQ 3 or equivalent in Youth Work, Youth Justice, Family Support & Community Work or experienced in these areas Evidence of recent and continuing professional development in your professional field and its relevance to the post's requirements. 	<p>E</p> <p>D</p> <p>D</p>
Professional Registration	N/A	
Experience	<ul style="list-style-type: none"> Experience of delivering 1-2-1 and group sessions Experience of working with children, young people and young adults Experience of working within and to safeguarding policies and procedures Experience of working with children or young people at risk An understanding of the needs of families affected by imprisonment and the impact of custody on children Experience of working with fathers Experience of managing yourself and working within challenging environments Experience of supporting vulnerable adults and children and providing a needs led service Experience of case work and recording accurate and time scaled reports Experience of multi-agency partnership working Experience of coordinating and facilitating multi-agency meetings 	<p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p> <p>D</p>
Skills	<ul style="list-style-type: none"> Excellent communication skills, verbal, written and aural Excellent organisational skills Excellent attention to detail Data analysis skills to analyse, interpret, collate and share information Proficient IT skills in word processing, spreadsheets, PowerPoint and email. Ability to remain calm and quickly adapt to changing and challenging situations and environments 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>

	<ul style="list-style-type: none"> • Excellent prioritisation skills 	E
Knowledge	<p>A working knowledge and demonstrable understanding of:</p> <ul style="list-style-type: none"> • The Children Acts of 1989 and 2004 and United Nations Convention on the Rights of the Child • Child protection and safeguarding issues, including Safeguarding and Child Protection policies, procedures and systems • An understanding of the impact of parental imprisonment on children and families • An Outcomes based approach to measuring performance and its application in services for families and children. • An understanding of the criminal justice system • Equal opportunity and diversity 	E E D D D D
Additional Requirements	<ul style="list-style-type: none"> • This role requires frequent travel within the district therefore a valid driver's licence and access to a car would be desirable 	D
Personal qualities	<ul style="list-style-type: none"> • Adaptable • Approachable • Committed • Confident • Dependable • Driven • Dynamic • Empathetic • Good listener • Organised • Persuasive • Proactive • Quality driven • Self-motivated • Team player 	D D D D D D D D D D D D D D D

What We Expect From You

Our Values:

Everything we do is driven by our values which define who we are and how we work together to support children, young people and families. Our values are at the core of everything we do.



Our Behaviours:

We have certain expectations of your interactions with our colleagues, our partners, children and the general public. We would expect that you exhibit these behaviours as an employee of Spurgeons.

- Put children and young people first in everything we do
- Respect and value every individual
- Listen to understand without judging
- Be open and honest with kindness
- Persevere to be our absolute best and do what we say we will do
- Bring out the best in each other as we work together for the right result

Safer Recruitment & Employment Policy:

As part of Spurgeons Safer Recruitment & Employment Policy, any appointment to this role will be subject to the completion of a DBS application and obtaining satisfactory references.

Equal Opportunities For All:

We actively encourage applications from a broad and deep range of backgrounds and experiences. We are a Disability Confident Employer.

