

Job Description	
<b>Job Title</b>	Family Navigator
<b>Salary Range/Grade</b>	K 8 - 16
<b>Job Location</b>	Homebased (Travel within North Wiltshire required)
<b>Hours Per Week</b>	22.5 hours
<b>Reports To</b>	Family and Community Navigators.
<b>Responsible For</b>	N/A
<p><b>What positive impacts will this position have on children, young people and families?</b></p> <p>Embark on a rewarding journey as a Family Navigator with our innovative Family Hubs in Wiltshire. Join us in making a positive impact on the lives of families, guiding them towards brighter futures. As a dedicated Family Navigator, you will play a pivotal role in building resilient communities, connecting families with essential resources, and providing compassionate support. Be the beacon of hope for families in Wiltshire – where every interaction matters and every step forward is a testament to positive change. Join our dynamic team and be part of a transformative initiative that fosters community well-being and empowers families to thrive.</p>	
General Description	
Task	
<ul style="list-style-type: none"> <li>Assist in the development of strong local partnerships with schools, early years settings and other relevant community organisations with the aim of developing capacity through an integrated community-based multi-agency delivery model within the local areas.</li> <li>Help navigate families, children and young people through the services which are on offer. Being a frontline presence in the family hub flagship buildings and 21 buildings identified by the local authority.</li> <li>Advocate on behalf of children, young people and families to ensure they receive appropriate support, address barriers and promote their well-being</li> <li>Maintain accurate and confidential records of family interactions, services provided and outcomes achieved and ensure that all records are analytical, well written and timely.</li> <li>Increase community awareness of family hubs, family hub services and the wider voluntary sector services by creative engagement with local press, social media and other community-based opportunities.</li> <li>Work with the Community and Family Navigator to develop methods of co-production with colleagues and families in the family hub areas. Building an evidence set of where and how co-production has shaped services.</li> <li>Work with schools and community providers to map and support delivery of services to families, particularly those with children aged 0-11.</li> <li>Support Family Hub Practitioners to access resources, opportunities and services for families who are struggling to access support not delivered by the family hubs.</li> <li>Work collaboratively with multidisciplinary teams, including social workers, healthcare professionals, educators and community organisations.</li> </ul>	

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| <ul style="list-style-type: none"> <li>• Build and maintain multi-agency relationships and joint working by deputising for the senior navigator at community meetings. Reporting, where necessary, back into the senior management team.</li> </ul> |
| <ul style="list-style-type: none"> <li>• Promote volunteering as an essential part of the development of communities, to enable them to be more self-sustaining and resilient.</li> </ul>   |

### What you will have achieved by month 3

- Completed essential online training
- Read and understood policies and procedures
- Attended Spurgeons 'Introducing our Ethos and Values' workshop
- Completed 3-month mid probationary review
- Visited all flagship and spoke hubs in relevant locality
- Met service users from all sites and communities in relevant locality
- Established relationships with local stakeholders
- Have a clear understanding of safeguarding policies and procedures in day-to-day work.
- Attendance at key partner interagency groups in agreement with Community with Family Navigators
- Worked with the Community and Family Navigators to begin embedding co-production in the family hub workforce.
- Contributed towards plans with Community Family Navigators for Parent Carer Locality Panels, including targets for the number of panel members to be recruited.

### What you will have achieved by month 6

- Successfully completed probation and probationary review meeting
- With the Community Family Navigator, have established a calendar of presence within the local community, including at least one day per week in each of the flagships and spokes within the relevant locality.
- Be able to evidence growing parent carer participation, including identification of needs and involvement with design and delivery.
- Contributed towards the growing number of parents and carers engaged with the Parent Carer Locality Panels.
- Have a firm understanding of the local authority's cultural commitments, and these will be embedded in practice.
- Be a fully active member of a one team culture across the county, engaging in innovative ways of working without firm working bases.

### What you will have achieved by month 12

- Be able to evidence strong connections which pull together existing community services to meet the family hub model.
- Working with parents, partners in identifying community needs and considering how to address provision in conjunction with the Community Family Navigator
- Established strong working relationships with other partners within the flagships and spoke buildings.
- Alongside other Family Hub colleagues, ensuring registration of 5000 new families.
- Be fully able to evidence how families are being signposted and navigated to Family Hub and other services and what the impact has been.
- Be able to evidence the impact of the role, including meeting the KPIs specified by the local authority (number of community groups, schools/settings the navigator has connect with, number of parents introduced to community groups, case studies of parents accessing community groups, number of young people introduced to youth groups and services.





## 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.

