

Youth Engagement Service Delivery Co-ordinator - Grade 11

Job Purpose

The Youth Engagement Service Delivery Co-ordinator will hold responsibility for the consistent and effective support offers for those young people at risk of exploitation. The role will coordinate and facilitate multi-agency meetings and forums to address and deliver support for young people at risk of exploitation. The Co-ordinator will provide timely management of mitigation plans and interventions, working within the Youth Engagement Service and across the wider partnership.

The role is based in Children and Families Young Persons Engagement Team.

Key areas of responsibility

Knowledge

Possess knowledge of contextual safeguarding to a sufficient level to share and educate others.

Familiar with working practices within a safeguarding partnership area.

Significant Knowledge of exploitation of children, signs, symptoms and mitigation practices

Knowledge and Understanding of the principles of intelligence gathering and analysis

Knowledge of legislation in relation to child exploitation e.g. the modern slavery act 2015, section 67 Serious Crime Act 2015, Children and Social Work Act 2017.

Excellent Knowledge of safeguarding processes

Knowledge, awareness and understanding of exploitation trends.

Knowledge/understanding of partner organisations to facilitate effective/appropriate support?

Knowledge/understanding of other Service areas in the Council, Partnership and third sector to facilitate effective support.

Mental skills

Ability to coordinate and facilitate multi-agency meetings and forums – with internal stakeholders and partners

Ability to represent Kirklees Council, participate and chair multi-agency meetings for children at risk of exploitation.

Discharge and formulate long term Safeguarding and Exploitation Mitigation plans

Organisational skills to facilitate partnership forums.

Analytical skills to understand, complex intelligence, data in order to deliver coherent interpretations and provide performance data and compile reports for a wide range of audiences

Mental demands

Support and contribute to development of risk mitigation strategies

Manage information, understanding complexity of associations and networks.

Requirement to meet deadlines in context of planning delivery, audit and evaluation.

Interpersonal and Communication

Effective interpersonal and communication skills to persuade stakeholders and partners to adopt and implement solutions and strategies.

Represent Kirklees Council and Kirklees Partnership within Multi-Agency meetings and forums.

Deliver comprehensive data, written and verbal to varied audiences including partners and members of the public.

Physical Skills

There is a requirement for a high level of accuracy when producing reports and analysis.

Emotional Demands

The role involves reviewing, understanding and analysing matters relating to child abuse on a daily basis

Responsibility for people

Management of multi-agency forum. Discharging of tasks, scrutinising of tasks, set and monitoring of task which have a direct impact on children and young people at risk of exploitation.

Responsibility for supervision

Requirement to train/educate others in relation to safeguarding approaches and risk management strategies.

Responsibility for physical resources

The post holder will have access to and responsibility for information in relation to specific cases of child exploitation where confidentiality and security are of utmost importance.

Decisions

- It will be necessary to use initiative, develop plans, analyse information and disseminate information and plans.
- The post holder will be required to work independently, assess information and adopt time critical analysis.
- Responsibility for the implementation of appropriate solutions and strategies to ensure effective outcomes for children at risk of exploitation.
- Responsibility for making decisions which will impact on the lives and wellbeing of groups and individual young people.
- The post holder will be required to work on their own initiative and organise their work to meet deadlines and conflicting demands.

- They will make decisions based on guidelines and best practice, using their extensive knowledge to progress cases and situations.
- There is an expectation the post holder will regularly make recommendations in relation to safeguarding strategies, work with others to develop safeguarding strategies and utilise knowledge to influence and educate others with regard to contextual safeguarding.

Resources – Financial & Equipment

The post holder has no responsibility for financial resources

Work Environment

Work Demands

Dynamic approach to changeable situations. Extensive planning to facilitate, coordinate and effectively manage multi-agency forums.

Physical Demands

The role is office based with the requirement to travel to attend meetings at venues within Kirklees and beyond.

Working Conditions

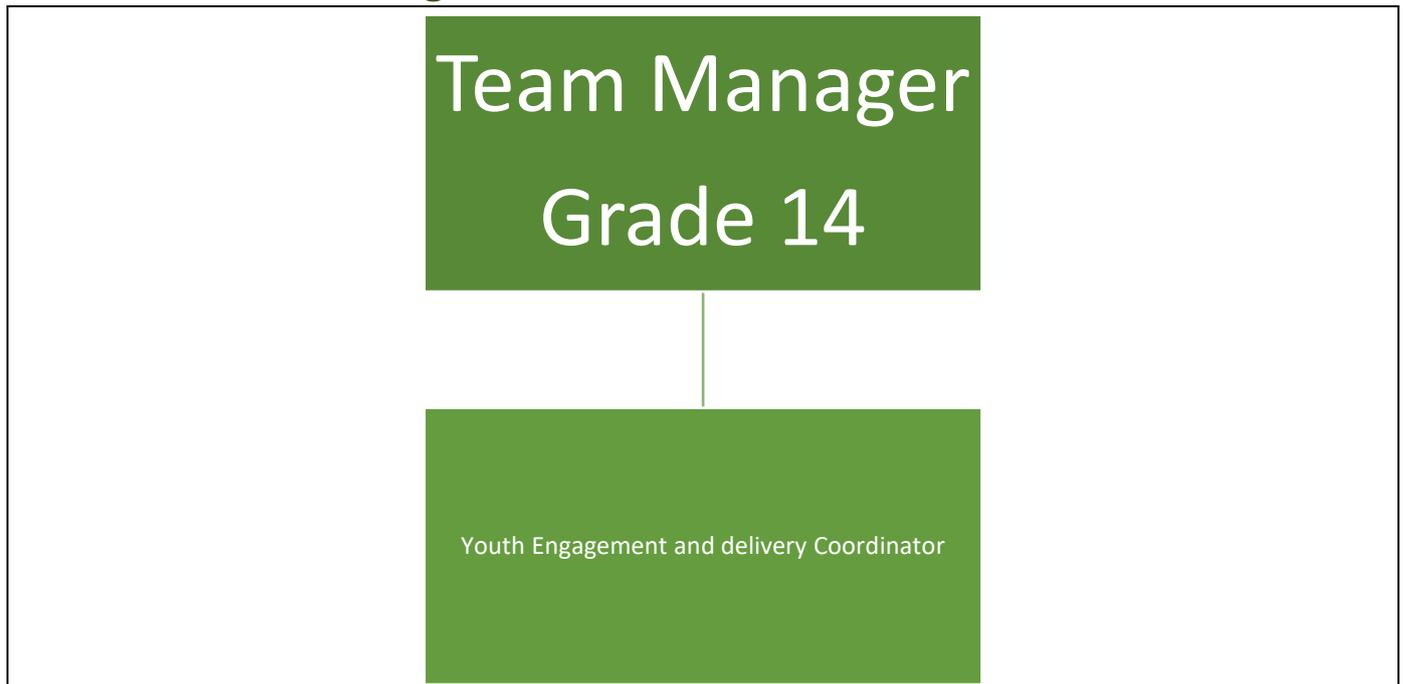
Changeable situations, flexibility and organisation requirements.

Lone working, minimal supervision delivering to timescales.

Work Context

Child Safeguarding environment. Operational planning and safeguarding of children at risk of exploitation

Position of Job in organisational structure



Employee Specification

Knowledge, skills and Experience	Shortlisting criteria
Knowledge of Contextual Safeguarding / Child Exploitation	Essential
Analytical skills and ability to evaluate information	Essential
Experience of investigation into Child Exploitation	Essential
Experience in identifying Exploitation risk	Essential
Experience in mitigation planning – Risk management strategies	Essential
Experience and evidence of working within a Multi-Agency setting.	Essential
Coordination skills – ability to work independently to deadlines	Essential

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honest
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 2. Find out more about [Council Behaviours and Expectations](#).

General Information

See your responsibilities related to [Safeguarding](#).

The role requires a degree of flexibility, to attend meetings which may take place in the evenings.

Meetings will take place at venues both across Kirklees and beyond

DBS will be required

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience and grade of this job.

For Office Use Only:

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