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| **Post & ref** | **Family Group Conference Practitioner (optional trainee mediator)**  **Full time or Part Time**  (FGCC 06/25) |
| **Salary** | **£26,000 - £32,000 per annum pro rata** |
| Contract | Initial contract to 30/06/26, could be extended subject to funding |
| Location | Hartlepool |
| Holidays | 30 to 31 days depending on length of service pro rata |
| Other benefits | Employee perks package including health and retail benefits.  Enhanced pension at 5% of salary  Birthday day off |

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| Application process | Initial CV acceptable alongside single page application form.  You can complete the single page form on jot forms at this link: <https://form.jotform.com/233374130372348> . You can upload your CV on the link too.  You can also complete it as a word document and email it; please contact [admin@changingfuturesne.co.uk](mailto:admin@changingfuturesne.co.uk) if you need a copy. We can post it to you if you prefer.  If you are shortlisted, you will be asked to submit a fuller application form that complies with our safer recruitment policy. |
| **Deadline** | 28th July 2025  Interviews will be held in early August |

# **This position is subject to satisfactory references, Changing Future’s policies on Safeguarding of Children and Young People and Vulnerable Adults and an enhanced DBS check and subsequent re-checks.**

Are you passionate about helping families create their own plans to overcome the challenges they face?

Excited to enable positive changes for children?

Ready for a fresh challenge?

**We’d love to welcome you to Changing Futures North East, a small close-knit Charity where you will make a huge difference.**

Changing Futures provides excellent relationship-focused support services for families.

As part of our continued commitment to empowering and enabling families to be the authors of their own process of change, we are pleased to be facilitating family group conferences for families in Hartlepool.

You will work with family members to help identify their family networks and make plans for a conference to draw on the network’s resources. You will facilitate Family Group Conferences to help families create plans that address children and young people’s needs and meet social workers’ essential criteria; to develop relevant, appropriate and effective plans which the family own.

As someone with experience of working with families, you will be skilled in working in a strengths based and relationship focused approach to identify and build rapport with the family network helping them to recognise their importance and role in children’s wellbeing. With an understanding of family relationships and dynamics, you will support the family to meet and create plans for change, to support children and young people to thrive.

You will ideally have either experience of facilitating family group conferences, family network meetings or groupwork or couples’ programmes (although other suitable experience will be considered). You will be committed to continuous professional development. We welcome interest from those looking for full or part time work.

There is an opportunity to train as a family mediator alongside this role and be fully funded to complete the training programme.

**Why we do what we do**

We believe that all individuals and families should be given the opportunity to identify their own solutions to the challenges they face.

Whilst it may not be simple and easy for everyone to identify these solutions, as challenges can feel so large, we believe people are experts in their own lives, and with the right supportive and helpful approaches, they can discover and draw on their own strengths to make their own sustainable plans for change.

**Core aspects of the role**

* Working under the direction and supervision of the partner agency leader and to work alongside and support Family Support Workers and Social Workers in identifying and establishing family networks.
* Engage family, and other network members in Family Network meetings to develop family led plans.
* Ensure that children’s views are understood and appreciated by family members when developing these plans.
* Maintain links to the Charity and its range of services and support and signpost families to them where appropriate.

**Role duration**

We’re investing in this role with an initial allocation of funding to 30th June 2026.

We are working closely with partners and expect high demand for Family Group Conference work into the future, but extensions will be subject to funding.

We have high demand for mediation and want to grow this service.

**Working arrangements**

You’ll need to do some evening work, and perhaps weekend work.

We try to be flexible when people need to adapt their working days to fit family and life commitments. We also offer a good holiday package, ranging from 27 to 30 days pro rata depending on length of service.

The vast majority of your time would be spent working in Hartlepool. You might be based in our team and work from home, as needed.

# **Role Description (Main Duties and Responsibilities)**

# **Working with your Manager(s)**

# Work with the Chief Executive, Senior Leaders and Service Coordinator, to ensure that they receive appropriate advice and information on all relevant matters thus enabling them to fulfill their responsibilities, and to effectively monitor plans and targets.

# To model the organisation’s values and play a role in raising the profile of these values and associated behaviours across the organisation. This includes a positive contribution to workplace harmony displaying cooperative team behavior.

# **Leading and Managing your Work Areas**

# Lead and facilitate Family Group Conference (FGC) meetings with families

# Support with the marketing of the help we offer to a range of stakeholders

# **Service Delivery**

# To identify, engage with and bring together family members in a Family Group Conference, following the FGC model.

# Involve children and family members in planning for and preparing their Family Group Conference.

# Work with Social Workers to agree the questions that the Family Group Conference should ideally answer.

# Facilitate Family Group Conferences to develop family led plans that help families focus on their strengths and find solutions in their network and communities that builds resilience and confidence.

# Support family members to identify the additional in-kind or financial support they require in order to implement their family plan and keep children safe.

# Record the family led plan, and financial support plan ensuring that it is clearly understood and accessible for the family. Share family plan with appropriate and relevant professionals.

# Facilitate review meetings for families who have had a Family Group Conference.

# Ensure provision of services that protect, respect, and promote the rights and responsibilities of children, families and communities.

# Ensure provision gives service users appropriate opportunity for participation, developing and maintaining mechanisms for service user participation in line with relevant quality systems.

# Engage with children and families to build and maintain effective, supportive and empowering relationships.

# To identify risks and ensure appropriate risk assessments and as needed safety plans are undertaken to safeguard any vulnerable persons.

# Operate within ethical and professional boundaries when working with children, young people and families.

# To work co-operatively with other professionals in children’s services, health agencies and other community based services, to provide the most effective service for children young people and families.

# To be responsible for ensuring robust recording, report writing and producing and keeping relevant information.

# **Other Duties**

# Increase one’s professional competence and skills in the relevant field of work through active participation in developmental opportunities including supervision, professional development, training and reviews.

# Operate within ethical and professional boundaries.

# To maintain respectful, professional, and supportive relations commensurate with the philosophy of the organisation; model healthy ways of relating

# Work to policies and procedures and to implement said policies and procedures. Including those of the partner agency as agreed in advance.

# It may be necessary to change these duties in accordance with the needs of the job and the project. Existing duties may be changed, and new duties may be added. Any changes will be made in consultation with you.

**Personal specification**

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|  | **Essential** | **Desirable** |
| **Personal Attributes** | * Reflective * Adaptable * Respectful * Friendly & approachable * Persistent in ensuring families get the help they need, and build the skills to need less help from agencies * Personal values and beliefs aligned with those of the Charity. |  |
| **Qualifications** | * Usually, a level 3 qualification in a relevant children’s services field (but substantial experience and other learning will be considered) | * Level 4 of higher in relevant children’s service field. * FGC Training/ CPD |
| **Experience** | * Experience of at least 3 years working with families to help them identify their own goals and support them to achieve them. * Experience of facilitating meetings between family members and encouraging family led decision making. | * Experience of facilitating Family Group Conferences with children and families. * Other solution focussed and strengths based practice * Mediation interventions or work. |
| **Skills** | * Good interpersonal skills: ability to quickly build rapport, develop trust and engage in the process. * Organised, with ability to meet deadlines, manage own workload and consistently achieve targets * Skilled at facilitating meetings * Good written communicator * De-escalation and conflict resolution * Teamwork and collaborative working with other professionals. | * Good use of IT and recording systems. * Mediation and negotiation skills. |
| **Knowledge** | * The impact of family functioning on outcomes for children and parents * The impact of neglect and trauma on young people, on adults, and on family relationships (and particularly from a care experienced perspective) * Strengths and needs of young people in outcomes, and opportunities to improve life chances (and methods to do this) * Effective safeguarding practice * awareness of Family Group Conference Model | * Signs of Safety / Signs of Wellbeing models of practice. * Family Led Decision making models |
| **Work Related** | * If hybrid working, access to stable, high quality home internet connection * Willing to undertake and complete relevant professional development activities * Ability to travel; this would almost certainly be by car |  |