

Project Worker – Children and Young People’s Missing Service



national youth
advocacy service

gwasanaeth eiriolaeth
ieuenctid cenedlaethol

Job Description

Main Purpose of Job:

To work in partnership with South Wales Police, to undertake return home interviews (RHIs) for young people, who have been reported as missing from home and have been identified as potentially vulnerable to exploitation. To provide an independent offer of engagement to young people to explore the reasons and triggers for missing episode and help find a solution to prevent them from going missing again.

The project worker will also undertake one to one direct work with young people and provide educational and awareness raising sessions to young people, parents, carers, and professionals, raising awareness of the risk factors linked to exploitation.

Accountable to:

Project Coordinator

Location:

The Project Worker will be home based with travel to one or more of the Basic Command Units (BCU) across the South Wales Police Force regions based in Bridgend, Cardiff, Swansea, and Rhondda Cynon Taff

Duties & Responsibilities

- To work in collaboration with South Wales Police to identify children and young people who may benefit from an RHI, based on missing reports received.
- To provide an independent offer of engagement to young people to explore the reasons and triggers for missing episodes.
- To undertake RHIs with young people, assessing their situations, capabilities, and issues including warning signs of vulnerability and exploitation.
- To determine if additional services are required to meet/support the needs of young people and provide signposting and referral routes as appropriate.
- To be proactive in the offer of advocacy to eligible young people and refer to advocacy services with agreement from young people.
- To complete a full written RHI report with recommendations and outline of any actions taken.

- Ensure reports are written to an excellent standard and shared within timescale.
- Ensure children and young people are informed of and understand their rights.
- To undertake one-to-one time limited targeted intervention with young people to reduce identified exploitation risks.
- To attend a range of multi-agency meetings relevant to the role.
- To safeguard and promote the welfare of children and young people, ensuring all Child Protection and Safeguarding concerns are reported appropriately and in line with NYAS policies and procedures and LSCB practice.
- To actively encourage the participation of young people in the design, delivery, monitoring, and review of NYAS services and delivery.
- To deliver training to young people, professionals, and agencies in a variety of settings to raise awareness of the risk factors linked to exploitation.
- Support the development of the service by participating at meetings, attending training events, and promotional work.
- Contribute to monitoring reports both internal and external through data capture, writing case studies reporting on themes and issues, working to ensure NYAS quality assurance systems and processes.
- Uphold NYAS values and behaviours.
- Always maintain confidentiality and ensure proper observance of and adherence to NYAS policies and procedures.
- Partake in regular supervision, annual appraisal, and development opportunities.
- Keep up to date with changing policy and legislation in relation to children, young people, and vulnerable adults.
- Any other duties as reasonably required by NYAS.

Person Specification

Qualifications		
Educated to at least level 3 equivalent with good standard of English and Maths	E	A, D
A relevant professional qualification. i.e., youth and community, social work, education, health, or equivalent in a similar field	D	A, D
Experience and Knowledge		
Relevant experience of direct work with children and young people, including those who have been, and/or at risk of being exploited.	E	A, I
Knowledge and understanding of the push and pull factors in relation to missing children and young people	E	A, I
Experience of advocating for young people including within other professional roles	E	A, I
Experience of delivering group work to children and young people	D	A, I
Experience of working within a multi-agency approach	E	A, I
Experience of applying Safeguarding and Child Protection policies and procedures.	E	A, I
Knowledge of legislation relevant to service aims	E	A, I
Aptitude		
Ability to listen to and communicate effectively with children and young people	E	A, I
Ability to deliver direct work sessions to individual children and young people in a creative and innovative way	E	A, I
Good writing and analytical skills with the ability to write detailed reports and assessments	E	A, I

Person Specification - Continued

The ability to maintain accurate and up to date records	E	A, I
Willingness to work within an equal opportunities framework and promote the rights and participation of young people	E	A, I
Commitment to personal and professional development and to working to quality standards	E	A, I
Ability to deliver awareness raising programmes to professionals	E	A, I
Other role requirements		
Access to the regular use of a motor vehicle.	E	A, I, D
The ability to travel widely according to the demands of the post, including the South Wales Police Basic Command Unit areas.	E	A, I
Willingness and ability to work flexibly	E	A, I
Ability to work within NYAS basis and values, together with a commitment to and understanding of equality and diversity	E	A, I

E= Essential, D= Desirable

A= Assessment, I= Interview, D= Documentation, T= Test

All posts are subject to receipt of satisfactory references, Digital Risk Assessment and a satisfactory DBS enhanced disclosure check