

REPORT TO: Education Committee
Social Work Committee
Personnel and Management Services Committee

REPORT ON: Social Work Department - Establishment of Additional Posts

REPORT BY: Director of Education
Director of Social Work
Director of Personnel and Management Services

REPORT NO: 350-2000

1 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek approval for the establishment of 3 Temporary Outreach Worker posts to develop and enhance supports for families with very young children under age three in specific areas of greatest need within the city and in partnership with the Education Department, other agencies and local service providers.

2 RECOMMENDATIONS

It is recommended that the Education and Social Work Committees:-

- 2.1 approve the contents of this report.

It is also recommended that the Personnel and Management Services Committee:-

- 2.2 approve the establishment of three posts of Outreach Worker, graded SCP27-35 (£17,322 - £22,083) for a temporary period until the end of March 2002.

3 FINANCIAL IMPLICATIONS

- 3.1 In a full financial year the establishment of three posts will cost £77,410. This will be met from Childcare Strategy monies identified in Committee Report No. 371/1999.

4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 The enhancement of family support services in strategic areas of the city will improve access to resources for families with very young children, will provide a flexible response to meeting need across the city and will promote social inclusion.

5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 It is anticipated that the proposed development and enhancement of family support services will target specific areas of need within the city and will ensure equitable access to high quality family supports for all young children in need and their families across Dundee.

6 BACKGROUND

- 6.1 Through the Sure Start Scotland initiative, funding has been made available to local authorities by the Scottish Executive to expand services to families with very young children under the age of three. The central vision of Sure Start Scotland is to ensure that young children have a positive start in life, which will help them to take advantage of the opportunities available to them and make them better able to deal with the difficulties and challenges in the years ahead. It is the aim of this initiative to help break the cycle of deprivation by providing effective support to families early in children's lives in order to promote the best possible start for both children and parents together.
- 6.2 In Dundee the Early Years and Childcare Plan, as per Education Committee Report No. 264/2000, lays out a range of initiatives to promote the development and enhancement of supports to families with very young children. One such proposed initiative is the expansion of outreach services to families in local areas of greatest need. It is planned that these outreach services will include the expansion of "outreach support, practical assistance and advice to parents and facilitating access to services" (Target 8.14 Early Years and Childcare Plan). Such service development will be achieved through the refocusing of family support services and the promotion of play and care services for young children in areas of identified need.
- 6.3 In the Hilltown, Charleston and St Mary's areas, it has been identified that there are high numbers of families with specific needs who require additional supports. Such families include those with very young parents, those affected by domestic violence or homelessness and those who are experiencing extreme socio-economic disadvantage. Other significant groups being targeted are ethnic minority families and families with children who have disabilities.
- 6.4 It is proposed to establish three posts of Outreach Worker, whose role it will be to identify such categories of need in Hilltown, Charleston and St Mary's, and also other local areas in response to changing need across the City. The post holders will ensure the effective targeting of existing family support provision in response to such need and will promote the development of new resources for young children and their families in their local areas. It is proposed that the Outreach Workers will be linked into and will be managed from within existing child and family centre provision in the first instance.
- 6.5 The Outreach Workers will work closely with other local providers and will promote a partnership approach to the identification and response to presenting need in each local area. Close links will be established between the Early Years and Childcare Team and the Outreach Workers, in order to support the development, implementation and evaluation of the initiative. The overall aim is to strengthen existing services and to develop local networks of support services.

7 PROPOSAL

7.1 It is proposed that three Outreach Worker posts be established to promote the development and enhancement of support to families with very young children in areas of greatest need in Dundee. The pilot initiative will be evaluated taking account of the views of parents, children and staff involved.

8 CONSULTATION

8.1 This report has been the subject of consultation with the Director of Education and the Director of Personnel and Management Services. Full consultation has also taken place with the staff group in Dundee's Child and Family Centres on the implications of this proposal. The trade unions have also been consulted.

9 BACKGROUND PAPERS

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above report.

10 SIGNATURE

A. Wilson
Director of Education

Date

J. Roberts
Director of Social Work

Date

J.C. Petrie
Director of Personnel and Management Services

Date

VACANCY REF:
CLOSING DATE:

DUNDEE CITY COUNCIL

JOB DESCRIPTION - SOCIAL WORK DEPARTMENT

IDENTIFICATION

Post Title:	Outreach Worker	Post Ref:	
Section:	Child & Family Centres	Grade:	AP4/5+1
Responsible to:	Centre Manager		
Responsible for:			

JOB PURPOSE

To assume responsibility for the development, organisation, supervision and provision of high quality care which meets the social, emotional, physical and cognitive development needs of children within a group setting and on an individual basis, as appropriate, and as outreach services in areas of local need.

To create a range of opportunities which facilitate parental involvement both in services and in the local community.

To provide appropriate advice, support and assistance to families and to be responsible for running groups of various kinds in partnership with parents and in response to the requirements of users.

To liaise, co-ordinate and consult with other agencies and departments working with children and families to ensure effective use of resources to the benefit of families and to promote the development and delivery of new services in response to identified need.

PRINCIPAL WORKING CONTACTS

Service Manager, Early Years and Childcare Partnership Officer, Centre Manager, Care and Assessment Teams, Health Visitors and other agencies and local providers.

MAIN DUTIES

- 1 To plan, organise and provide resources and activities to meet the developmental needs of children.
- 2 To advise, support and supervise the work of Assistant Centre Workers in the provision of high quality services for children, where appropriate.
- 3 To assist in the identification of training needs of Assistant Centre Workers and contribute to the organisation and provision of training, where appropriate.
- 4 To provide a range of opportunities to encourage and facilitate parental involvement in early years services in local areas.

- 5 To contribute to the development of networks of services which involve parents within the local community and to the development of new services to meet identified needs.
- 6 To ensure that work with children and parents is co-ordinated locally with the work of other departments, agencies and other services to facilitate continuity in the delivery of services.
- 7 To provide supportive services to children and families with special needs.
- 8 To attend and participate in team development, training, staff meetings, supervision sessions, parents' meetings, case conferences and reviews as appropriate and to implement agreed decisions.
- 9 To ensure that services are non-discriminatory with respect to gender, race, ethnicity and disability.
- 10 To ensure that frequent exchange of information takes place between parents and staff concerning each child's development, welfare and progress.
- 11 To contribute to an environment within services which is welcoming and which facilitates the delivery of services.
- 12 To contribute towards the provision of support and training to other local services for young children.
- 13 To contribute towards the formulation of objectives for local services in furtherance of the objectives of the Children's Services Plan and the Early Years and Childcare Plan.
- 14 To be competent in the implementation of child care legislation and child protection procedures.
- 15 To contribute towards service evaluation.
- 16 To ensure a high standard of professional practice and performance.
- 17 To keep appropriate records.
- 18 To prepare reports as required.
- 19 To provide learning opportunities and supervision for students, trainees and volunteer helpers as required.
- 20 To assist in ensuring that Health and Safety policies are implemented.

OTHER DUTIES

This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the postholder will be required to carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

Date prepared: May 2000
 Authorised:

If you have any queries regarding this vacancy, please contact (Name, Department, Telephone Number)