



Job Advert

Children's Advocate – London Borough of Bromley

Hours: 28-35 hours per week (We will consider flexible working arrangements at interview stage)

Office: Swanley, but the use of a car for remote working around the London Borough of Bromley is essential.

Salary: £22,331.40 full time equivalent per annum

Summary

This is a statutory service to provide independent advocacy for Looked After Children and children subject to child protection proceedings within the London Borough of Bromley.

We are looking for a professional and experienced person, to work across the London Borough of Bromley, and occasionally in other areas, to provide high quality, confidential, independent advocacy.

Advocates support children and young people to have their feelings and wishes heard in processes where decisions are made for or about them, as well as helping them to understand their rights and to complain about services if they so wish. Where possible, our advocates encourage children and young people to advocate for themselves too.

The successful person will need to have experience in working with children and young people, and if possible, looked after children and/or vulnerable children and young people in particular. We are looking for someone who understands the different communication needs of vulnerable children and young people of all ages, and the issues they face in their daily lives.

To apply for this post:

Please email a CV and supporting statement (1-2 sides of A4) about how you will meet the requirements of the role to recruitment@advocacyforall.org.uk and include the details of two referees in your email.

The application deadline is by **5pm on Friday 7th June 2019**.

Job Description



Main Duties and Responsibilities

1. To provide 1-1 advocacy support to achieve positive outcomes for children who use the service
2. To ensure that all discussions and meetings concerning the child are focussed on their needs and aspirations and they are involved in meaningful and appropriate ways
3. Communicate in such a way that the child has a clear understanding as to what is happening to them and their rights
4. Work with each child identified who requires advocacy to meet his or her individual needs
5. To attend meetings relevant to the work, including Child Protection conferences and LAC Review meetings
6. To carry out promotional activities across the borough to raise awareness of the project
7. To liaise with relevant social care teams and other professionals
8. Support all individuals in a way that promotes dignity and respect
9. To work in line with safeguarding procedures to prevent children and young people from abuse, harm and neglect
10. Maintain and accurately record information in line with the Data Protection Act and GDPR requirements
11. Ensure that all relevant legislation, particularly those relating to Equal Opportunities and Disability Discrimination are being consistently applied and promoted.
12. Ensure that the key principles of Rights, Independence, Choice and Inclusion are upheld
13. To work in line with Advocacy for All's Policies and Procedures and ensure compliance with equality and diversity. Advocacy for All is an independent Advocacy organisation and an equal opportunities employer
14. You may be required to work on other projects to meet demand
15. To complete any other appropriate work as required by the Operations Manager, Team Manager or the Chief Executive.

Person Specification

Knowledge/experience

- Working in advocacy or a related area
- Working with vulnerable children and young people
- Working knowledge of social services and children's services
- Knowledge of current relevant legislation

Ability

- Understand the issues that looked after children and children subject to child protection proceedings may face
- Empathise with young people's life experiences
- Be non-judgemental
- Manage appropriate boundaries in the advocacy relationship
- Work using own initiative
- Demonstrate tact and diplomacy when dealing with people at different levels
- Flexibility
- Work both independently and within a team

Communication

- Range of communication skills required for working with children and young people of all ages
- Excellent communication, interpersonal and team building skills
- Research and report writing skills and the ability to analyse, interpret and present data
- Microsoft software applications to include Word and Excel
- Record all activity related to the job using organisation's database
- Good problem solving skills

A VALID UK DRIVING LICENCE AND THE USE OF A CAR ARE ESSENTIAL FOR THIS ROLE.