

Job Title Children's Rights Officer

Department:	Children, Young People, Education and Skills	
Section:	Children's Services	
Reports to:	Children's Rights Team Manager	
JE Reference:	CYP094	
Grade:	CS08	JE Date: 20/04/2020

Job purpose

The purpose of the Children's Rights Officer role is to support children and young people in care and Care Leavers up to the age of 25 years; and ensure their rights are promoted, defended and safeguarded.

Job specific outcomes

- Provide specialist skills in supporting Children in Care and Young People, as well as those who are Care Leavers up to the age of 25; ensuring that they are aware of their rights and responsibilities and entitlements to both current and future services.
- Develop the advice and support service, so that it is appropriate and accessible for all children and young people.
- Contact children and young people who become looked after to advise them of the Children's Rights Service, explain the complaints, comments and compliments procedure and how it can be used. Ensure that children and Young People who are looked after by the Minister are aware of their rights and are adequately represented where they need to challenge their entitlement.
- Empower and support them to express their views, wishes and choices and ensure children and Young People in care and Care Leavers shape the decisions that affect their lives.
- Establish links with professional and other groups providing similar or associated services to foster and promote the rights of looked after children and young people.
- Support in wider participation activities locally and nationally to champion the rights of children and young people to have their views heard and taken into account in line with the UN Convention on the Rights of the Child.
- Work with individuals and groups of Children and Young People to progress common issues that are important to them in partnership with other agencies as deemed appropriate and to co-produce with other stakeholders on wider aspects of service delivery, improving the experiences and outcomes for children and young people.

- Visit and maintain relationships with children and young people, who are being supported both on and Off Island.
- Be available to work out of core business hours including evenings and weekends as required.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisational structure



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications Please state the level of education and professional qualifications and / or specific occupational training required.</p>	<p>GCSE level, Good standard of spoken and written English is essential.</p>	<p>Relevant care experience</p>

<p>Knowledge This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</p>	<p>Knowledge of Children's Services, and the safeguarding context in which children's and young people's rights and welfare are affected.</p> <p>Knowledge of the practical systems that impact the lives of children and young people who have experienced being in care.</p> <p>Knowledge of the UN Convention of the Rights of the Child.</p> <p>Clear understanding of the roles and responsibilities of practitioners working in a childcare environment.</p>	<p>- Knowledge of relevant legislation, processes and procedures and issues relating to children and young people, particularly when they are 'looked after children'.</p>
---	--	--

<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle licence etc.</i></p>	<p>Full driving licence Adept Microsoft Office user Good numeracy skills</p> <p>Excellent written and oral communication skills, particularly in communicating with children and young people as well as relevant professionals and other adults involved in their lives</p>	<p>Adept Mosaic user</p>
--	--	--------------------------

<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Build and maintain positive and trusting relationships with children and young people.</p> <p>Ability to develop and maintain good working relationships at all levels, within and across the organisation.</p> <p>Plan and prioritise own work in the context of conflicting priorities and in accordance with the policies and procedures of the department.</p> <p>Highly collaborative in all aspects of the role, where needed.</p> <p>Highly motivated, flexible, and results Orientated.</p> <p>Naturally engaging with the ability to guide and support colleagues on various issues.</p>	
---	--	--

	<p>Communicate confidently and Challenge appropriately on behalf of children and young people</p> <p>Engagement in a variety of activities in order to develop and maintain relationships with children and young people</p> <p>Highly resilient – good coping mechanisms for dealing with challenging, stressful and emotional situations involving vulnerable children and young people.</p>	
--	--	--

<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism.</i></p> <p><i>This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Experience through work and direct interaction with children and young people</p> <p>Experience of advising, assisting and advocating on behalf of children and young people</p> <p>Experience of writing clear and concise reports.</p> <p>Producing work from a children’s rights perspective</p> <p>Protection of Vulnerable Groups (PVG)</p> <p>Working with children and young people in line with the principles and aims of the department</p>	
--	--	--

	Demonstrable commitment to an anti-discriminatory, anti-oppressive approach to the role and to translate this into practice.	
--	--	--

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 5 core accountabilities, attributes and behaviour indicators.

The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.