



Role Description

Post Title: Family Group Conference Facilitator

Post Number: S97/S98

Directorate: People's Services Directorate

Department: Children & Young People Services Department

Grade: 12-17

Reports To: Family Group Conference Manager

Purpose

To work within a Social Work led multidisciplinary team to deliver services for children and young people who are on the edge of care, through the provision of high-quality direct support services to children, young people, and their families.

To lead the negotiation, mediation and facilitation of the Family Group Conference process and achieve desired outcomes for children.

Responsibilities & Outcomes

To work alongside children, young people and families to develop, agree and monitor SMART support plans to meet their identified needs.

To work closely with partner agencies, carers and those with parental responsibility in order to facilitate good outcomes for children and their families.

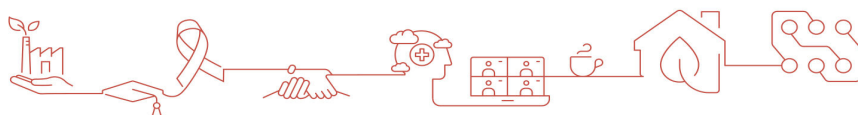
Complete timely recording of accurate information.

Provide advice, support, advocacy and guidance to children and young people to assist them in expressing their views and upholding their rights.

Carry out regular reviews with children, young people and families.

Maintain a good working knowledge of research and policy development in relation to the Family Group Conference model, attend training and other CPD opportunities as agreed with line manager.

Meet with family members to outline the family group conference process and to map out and



negotiate the attendance of a family wide network (which may include significant others)
Organise and manage meetings in the best interests of the children, inviting all relevant family, extended family members, key friends and professionals to attend the meeting.

To comply with the Council's Health and Safety Policy and associated safe working procedures and guidelines.

To comply with the Council's Comprehensive Equality Policy and to ensure that it is implemented within the service area of the post.

To comply with the Council's Information Management Framework (including the Data Protection Policy, Code of Practice and Social Media Policy).

To comply with the Council's Code of Conduct a fundamental aspect of which are "the Seven Principles of Public Life", and to conduct oneself with the highest standards of conduct that they require.

Relationships

Key internal and external contacts

Within the organisation

- *Children's Social Care/Early Help colleagues and wider council staff*

At a borough level

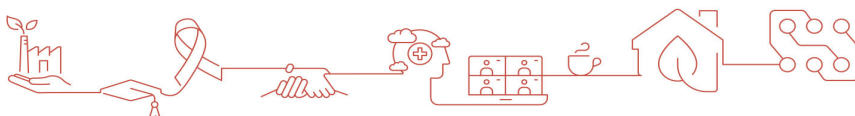
- *General public, support services*

At a regional level

- *Adjacent Local Authorities*

Generic responsibilities

- To contribute to ensuring the function's business targets are met, in accordance with best practice, to agreed specification, and with full compliance with health, safety, professional standards, statutory and other relevant legislation.
- To work collaboratively with Council colleagues as and when required.
- To behave in accordance with St Helens accountabilities framework and the Council's Code of Conduct a fundamental aspect of which is the "Seven Principles of Public Life".
- To comply with the Council's Policy Framework.
- To undertake training and development as required.



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This post is subject to Disclosure.

This post is not Politically Restricted in accordance with the Local Government and Housing Act 1989 (as amended).

The details contained within this job description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult the post holder/s at the appropriate time.

Date Prepared: March 2025



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