



JOB DESCRIPTION

Job Title: Case Worker
Responsible to: Lead Child and Family Practitioner
Location: Based at West Farleigh (including some work across Kent)
Hours: minimum of 30 hours per week

Job Outline

The purpose of this post is to work within the aims, policies and values of Dandelion Time by providing an efficient and effective casework service which meets quality standards and achieves performance targets. The Case Worker will be part of a small team, including therapists and crafts-people, working with children and their families, including carers and others important in the referred child's life. The Case Worker will work with the team in the preparation for and delivery of the service together with project administrative duties and home visits.

Key Responsibilities

- To assist the Lead Child and Family Practitioner and others in the delivery of the experiential therapeutic programme for children and families adhering to Dandelion Time's methodology at all times
- To manage own caseload
- To prepare, lead and deliver family sessions, including organising self and others in craft activities, gardening and meal preparation
- To organise and at times lead one to one therapeutic sessions
- To write up session recordings, case notes, registers and other documentation needed to fulfill the charities contractual obligations
- To attend multi agency meetings and home visits
- To refer to other specialist advisers and/or agencies as appropriate and in consultation with the Lead Child and Family Practitioner
- To help facilitate, organise and work alongside therapists and others in activities and therapeutic sessions to include, for example, games, drama, circus skills, participation in storytelling
- To engage in off-site activities as required
- To assist the Lead Child and Family Practitioner in managing volunteers on the family sessions
- To be willing to take a flexible and adaptable approach to service delivery, making a positive contribution to the team

- To prepare for and attend weekly therapeutic meetings, termly supervision and annual appraisals
- To ensure that performance meets the required level of competencies and that targets are achieved
- To abide by Dandelion Time's safeguarding and health and safety policies and share responsibility for the safety of staff, volunteers, children and families
- To undertake any other relevant duties as required to ensure the effective provision of Dandelion Time objectives

Other requirements

This post requires regular screening by the Disclosure and Barring Service (DBS).