

**JOB TITLE:** Keyworker  
**GRADE:** H8-M1  
**REPORTS TO:** Consultant Keyworker  
**DEPARTMENT:** Children's Services  
**TEAM:** Transforming Care Team

## **Purpose of the Job**

The Keyworker is part of the NHS long term plan: All children and young people with a learning disability, autism or both, in an inpatient setting, will have a named worker/Keyworker by 2024; Hertfordshire are part of NHS England's National Keyworker Pilot to look at Keyworker models. The keyworker post will be hosted in the transforming care team, (TCT) within the '0 – 25 Together' Service of Hertfordshire's Children's Services and work across Social Care, Education HPFT CAMHS and HCT PALMS.

We recognise that our keyworkers need to be experienced to be effective in this pivotal role. We will recruit professionals across Social care, NHS, voluntary sectors, and experts by experience, making allowance for Local Authority and NHS working terms and conditions to be continued where applicable. Hertfordshire wish to attract a breadth of experience and relevant qualities, passion and vision. These four keyworkers will join two Consultant keyworkers and will work outside of the constraints of individual services (such as eligibility criteria) and have access to the CYP's records across Social Care, Education, PALMS and CAMHS to achieve positive outcomes for children, young people and their families.

## **Main Areas of Responsibility**

- To work intensively with Children and Young People who are on the Dynamic Support Register (DSR).
- To increase the skills of front-line professionals, work alongside them and challenge the system.
- To co-produce personalised pen pictures which are strengths based.

- To work with partners in the area of Integrated Personal Budgets / Personal Health Budgets and S117 funding to develop creative solutions to individual needs.
- To be part of the Dynamic Support Register (DSR) triage team.
- Drive and implement 'adult' approaches such as Connected Lives, AMBIT and Strengths & Relationships based models.
- To be actively involved in multi-agency meetings and support production of needs and outcomes-based Action Plans with timescales or update the existing CETR Action Plan.
- To work with partner agencies to identify CYP who would benefit from being on the DSR.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

## **Person Specification**

**Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.**

**You will be expected to address each point separately and, in the order, listed.**

**If you do not complete a full supporting statement in the requested format, your application may be rejected.**

The Keyworker may be a professionally qualified and registered practitioner: Social Worker, Mental Health Nurse and or Learning Disability Nurse, Clinical/Counselling/Educational Psychologist, Teacher, Family Therapist, Occupational Therapist, Child Psychotherapist. Keyworkers may also be unqualified professionals who have significant and relevant skills and experience for this challenging dynamic role are also welcome and encourage to apply.

This role also calls for innovative ways of working and to show an ability to work in a personalised way,

- Knowledge of children's and related legislation, DOH guidance, including Children Act 1989 and 2004, disability and carer's legislation, Working Together, Assessment Framework, Adoption and Children Act 2002, Leaving Care Act 2000.
- Legislative knowledge and awareness of locally available provision, as well as how to apply in practice; Knowledge or ability to learn of child development, Autism, Learning disabilities, attachment and trauma, and of personalised and coproduced care planning.

- Some understanding of children's mental health and human rights and ability to willingness to learn and undertake further training.
- Experience of working with children and/or young people with complex needs and their families.
- A level of understanding of the education, health and care system to fulfil Keyworking function of holding services to account.
- Ability to support Children, Young people and their families at Care Education and Treatment reviews (CETR's) Care Programme Approach (CPA) Meetings, Mental Health Act (MHA) Tribunals if applicable. As well as Child in Need Meetings and other Multi agency meetings. Be part of Education health care plans (EHCP's). Where applicable be part of Child Protection Strategy discussions, Initial/ongoing Child Protection Care Conferences, Core Groups, as well supporting with any Youth Offending meetings and processes as applicable, demonstrating a high level of professional practice.

## **Diversity and Inclusion**

Hertfordshire County Council is committed to making inclusion part of our DNA, both as a large employer of people and as a provider and commissioner of services.

We strive to positively promote diversity and inclusion across the delivery of services and within our workforce. We want everyone at work, regardless of their background, identity or circumstances to have a sense of belonging to the organisation. We want all employees to feel valued, accepted and supported to succeed at work and reach their full potential. Our Diversity and Inclusion Strategy is available on the internal intranet or from your line manager.

## **Health and Safety**

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

## **Additional Information: Code of Practice on the English Language Requirements for Public Sector Workers**

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format (access needs will be met for those with a disability)