Link Worker

Aim of Post

The Link Worker builds positive relationships between By the Bridge, the foster parent and the child’s social worker. It is a key role that helps the foster parent to sustain the child in placement and ensure outcomes for children are being met within the foster family. Crucial to successful outcomes for children are positive working relationships between all the professionals around the child and the Link Worker role is a combination of monitoring and safeguarding on behalf of the children and being there for the family.

Responsibilities

- The Link Workers has a responsibility to be aware of and to report on any aspect of a young person’s care or welfare where there is cause for concern. All child protection or safeguarding information to be reported to the Regional Manager/Head of Safeguarding as per the By the Bridge Safeguarding Procedure and Guidance.
- Monthly home visit to each family and Home Visit Report completed and signed by Link Worker, Team Manager and Foster Parent, filed and copy given to the foster parents.
- Weekly telephone call to families (except on the weeks that you visit them) to be logged and filed each month.
- Children to be seen at least once a quarter and child’s name, date and where seen logged and added to file.
- Attendance at LAC review meetings for children in your families and written report prepared for IRO.
- Attendance at any other relevant professional meetings.
- Annual Home Reviews for your families to be completed, with Health and Safety Reports within 21 days of the due date. To assist foster children to complete their part of the report where necessary.
- Overall responsibility to keep family files and children’s files up to date and audited regularly. Family profiles to be updated as and when changes occur.
- Completion of monthly tick sheets and any other relevant paperwork.
- Raise awareness with families of their contractual agreement to attend mandatory training (100%), supervision (80%) and to return diaries every month in line with fostering regulations.
- Inform Educational Advisor of any changes to school arrangements ie exclusions, hours, absences or return to school.
- To attend monthly Link Worker group supervision and individual supervision with your Team Manager. To attend your families’ monthly group supervision.
- Attendance at monthly staff meetings and any other staff meetings as and when required
Safeguarding Children

Safeguarding Children is central to all that By the Bridge does. The Link Worker role means that Link Workers are in a prime position to notice any actual or potential safeguarding concerns and must follow the By the Bridge reporting procedure if they have any cause to be worried about a child’s well-being. Link Workers will be required to undertake mandatory online and taught safeguarding training within their induction period.

Working Relationships

- Reporting to the Regional Manager
- Close liaison with foster families
- Working with all other staff throughout the organisation, in particular the Head of Safeguarding and Head of QA and Compliance

Development

- By the Bridge is committed to developing its staff and would encourage Link Workers to continue their professional development through social work training and beyond

Person Specification

- Qualified as a social worker
- Experience of fostering work
- Excellent communication skills (verbal and written)
- Emotionally intelligent
- Self motivated
- Positive attitude
- Ability to prioritise and manage time effectively
- IT literate (specifically Word, Excel, Outlook)

Advantageous

- CRM systems
- Direct fostering or therapeutic childcare experience, in addition to a social work qualification.

By the Bridge Ltd may vary your job description from time to time to reflect any development of your role necessary in consequence of regulatory change or operational needs.