

JOB SUMMARY

Post Title	<i>Personal Advisor</i>						
Job Family	<i>Service Delivery</i>	Pay Range	<i>8</i>	Line Manager to others?	<i>No</i>	Role profile ref	
Service Area	<i>Leaving Care Team</i>						
Line Manager	<i>Team Manager</i>						
Location	<i>County Hall</i>						

Job Purpose			
<p>The post holder will provide support to care leavers aged 18 to 25 promoting improved life outcomes and independence through assessment and appropriate interventions that includes working with other agencies.</p>			
Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)			
<ul style="list-style-type: none"> - <i>Providing advice and support to Care Leavers.</i> - Working in partnership with other council services. - Contributing to the pathway plan and ensuring it addresses any changing needs. - Keeping in touch with the young person. - Co-ordinating services, linking in with other agencies. - Provide interventions as appropriate; for example, motivational workshops, coaching and group work to promote self-esteem and independent living skills. - To undertake any other relevant duties that contributes to the overall aims of the service. 			
Knowledge, Skills and Experience			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Experience of working with young people in care and care leavers		E	
Experience of planning, delivering and evaluating work with young people		E	
Experience of successfully co-operating and liaising with other agencies		E	
ICT skills including Microsoft applications		E	
Good written and verbal communication skills		E	
Ability to manage conflict identify acceptable solutions		E	
Ability to deal with difficult issues with sensitivity		E	
Ability to work as a Team Player			D
Working knowledge of processes and systems			D
Numerate and accurate pays attention to detail		E	

Qualifications			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
NVQ 4 qualification in a relevant field or GCSE qualifications or equivalent		E	
Other Requirements			
<i>Able to meet the travel requirements of the role</i>			
<i>This is a flexible role which will require working out of hours, evenings and at weekends to meet the needs of young people.</i>			
Organisation Structure (optional)			