



Aspire Behaviour Management

Aspirations Outreach Keyworker

Job Description

Job title: Aspirations Outreach Keyworker

Responsible to: Directors

Brief overview: To support and engage children with additional needs in a range of settings. To provide direct and indirect support to school settings, schools staff and families in relation to children and young adults with additional needs.

Salary: £19500 - Pro Rata 40 Weeks - Actual Salary - £16614.93

So, what will I actually be doing?

- To support schools in the effective management of children displaying SEND which may include Social, Emotional and Mental Health (SEMH) difficulties; Social & Communication difficulties; MLD.
- To support children, young people and their families where appropriate to make effective and sustainable change and to ensure progress in achievement and learning through this.
- To follow the organisation's 'Assess, Plan, Do, Review' Process.
- Working flexibly at different times of the day/week and in different settings to engage children/young adults in positive activities.
- To have knowledge of and create links with a range of activities, opportunities and organisations in order to support children/young people in community-based activities.
- To contribute to the writing of the CAF/Early Help process.
- To undertake the Lead Professional role when required by contributing to the assessment of children/young people and acting as a key contact point.
- To assist and support schools where required in the development, contribution, writing and review of Individual Support Plans/Provision Mapping Plans, SEN processes and to contribute to the writing of reports when required.
- To support individual children in classroom settings or in small groups by delivering group work interventions.
- To support school based teaching and non-teaching staff by modeling/coaching appropriate approaches/interventions in relation to children/young adults with additional needs.
- To provide advice and strategies to teachers in relation to additional needs for individuals and whole classes.
- To provide statutory assessment advice and reports in line with the regulations set out in the 1996 Education Act and the 2014 Code of Practice and according to relevant timescales.
- To deliver and/or contribute to training for school staff.
- To work with independence, initiative and be able to generate positive solutions for children/young adults with additional needs, where there may be conflict.
- To have a good understanding and knowledge of and follow safeguarding guidelines of the organisation, supported schools and linked Local Authority.
- To maintain CPOMS records, information and attend meetings as required.
- To undertake additional duties as required by a Director(s) within the nature of the post.
- Customer Care - To continually review, develop and improve systems, processes and services in support of Aspire's dedication to provide an excellent service.
- Promoting equality and diversity - Everyone has a right to his or her distinct identity. Treat everyone with respect. To promote and participate in the council's work to eliminate discrimination and encourage good relations between our diverse communities.
- Developing Self and Others - To use processes and put processes in place to generate a learning environment. To focus on the strengths and requirements of all individuals and enable them to further their skills and knowledge. To actively pursue your own continuous development.



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What skills do you need ...?

- Good knowledge of child development.
- A comprehensive knowledge of a range of intervention techniques to achieve change in families.
- Knowledge and proven skills in managing challenging behaviour across all age ranges, e.g. nursery, primary and secondary.
- Effective communication skills in dealing with a range of people including children, schools staff and families and be able to contribute to the writing of Provision Support Plans.
- Ability to support and build effective working relationships with schools, children, parents/carers and colleagues.
- Ability to support children/young people in a variety of school and non-school settings.
- Skills and ability to work in a positive solution-focused manner, working with independence and initiative.
- Ability to be flexible and adapt own approaches to meet the needs of the setting and/or children with additional needs.
- The ability to influence and persuade in order to negotiate successful outcomes.

Experience, Skills & Qualifications

- Grade C or above in English & Maths (or equivalent)
- NVQ Level 3 or equivalent qualification in a related field.
- Experience demonstrating high quality effective support to children with additional needs.
- Experience of writing Provision Mapping Plans (not essential).
- Experience of delivering group work.
- Experience of supporting children in community-based activities.
- Ability to travel for the needs of the business.
- A vehicle and driving license is essential.
- The post holder will be expected to work the majority of their contractual hours flexibly between 8am and 6pm on weekdays.
- This post is subject to an enhanced disclosure from the Disclosure and Barring Service.

If you would like to take advantage of this opportunity then please complete the application form and email it to m.wood@aspirebm.co.uk or mail to The Aspire Hub, Dalton House, Leigh Road, Bolton, BL5 2JE.

