



HM Prison &
Probation Service

Job Description (JD)

Band 4

Group Profile –Casework (CW)

Job Description – CW : Resettlement Practitioner Young People (YP)

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Job Description

Job Title	CW: Resettlement Practitioner Young People
Group Profile	Caseworker
Organisation Level	Delivery 3-4
Band	4

Overview of the job	<p>This is a non-operational job in an establishment which is children and young people facing.</p> <p>The role will have comprehensive training and development in order for them to provide high quality outcomes within the Resettlement function.</p> <p>The job holder will be responsible for supporting a cohort of very complex children and young people (CYP) within the secure environment. This role involves investment in the CYP's history and development in order to ensure they are fully represented (voice of the child) during their time in custody and beyond.</p> <p>The job holder will be responsible for facilitating the planning the CYP's custodial journey by bringing together key stakeholders both internally and externally in order to plan and achieve outcomes which strive to offer better opportunities for the CYP over short, medium, and longer-term timelines. This will be underpinned by the YCS theory of change around supporting a CYP's healthy identity development through engaging the CYP in meaningful interactions, activities and roles. The job holder will be a core member of the CYP's support team and as such will be key to contributing to a holistic, community-based, individualised approach for each CYP they work with.</p> <p>The job holder will plan to ensure resettlement focussed outcomes (ETE, Accommodation, relationships, health etc) are supported and driven by the needs of the CYP and supported by community-based partners as well as family and carers.</p> <p>The work carried out by the Resettlement Practitioner will be underpinned by the National Standards for Youth Justice and will work alongside the Youth Justice Board's (YJB) Case Management Guidance.</p> <p>The Resettlement Practitioner Young People post sits within the Youth Custody Service (YCS) public sector sites.</p>
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	<p>The population of children/young people within YCS present with particularly complex needs which can manifest as difficult and challenging behaviour in custody. To effectively respond to these needs, YCS in collaboration with NHSE&I have developed an evidence-based framework to deliver Integrated Care within each of the public sector sites, aimed to minimise risk of harm to self and others including other children/young people, staff and the environment, through a trauma informed approach to care.</p>
<p>Summary</p>	<p>The job holder will be a core member of the Resettlement Team working with male and female young people aged 15-18yrs.</p> <p>They will oversee and support children/young people on their journey through custody, focusing on all aspects pertaining to resettlement to the community and transitions to the young adult estate and case management. This includes continued planning and the review of outcomes as well as co-ordination and multi-agency partnership working with key stakeholders, ensuring high standards of individual delivery and that harmful behaviours are always identified and supported.</p> <p>The post holder will undertake their role with the Theory of Change at the forefront of all the work they do and adopt the principles of Constructive Resettlement (the 5 Cs) when supporting children in their care.</p> <p>This is a non-operational role with no line management. This is a rotational role.</p>
<p>Responsibilities, Activities and Duties</p>	<p>The job holder will be required to carry out the following responsibilities, activities and duties:</p> <ul style="list-style-type: none"> • Support the achievement of qualitative and quantitative service standards that are compliant with the Youth Justice Board’s National Minimum Standards, the policy on Care and Management of Young People and the YCS & NHSE/I Behaviour Management Strategy (BMS). • Ensure compliance with Section 11 duty to safeguard and promote welfare under the Children Act 2004. • Ensure that Resettlement/Transition Planning reflects identified pathways and outcomes contained within YOT planning materials. • Meet with the child/young people on arrival within required timescales as set out in the “National Standards for Youth Justice”. • Manage a caseload of children and young people in which short, medium- and long-term targets are set in order to achieve healthy resettlement outcomes based on the child’s voice and history, aspirations etc. (theory of Constructive Resettlement). • Set and review targets with children/young people and those involved in their care, updating case management notes on the appropriate young people specific databases. • Use the young people databases and systems to identify risks and manage children/young people appropriately.

- Ensure that actions/timescales and relevant actions are taken with regards to accommodation, education and training on release.
- Use of Motivational Interviewing and therapeutic skills to engage children/young people.
- Adopt the principles of Constructive Resettlement, Identity Development and a Child First approach and ensure they are at the core of all work carried out.
- Ensure that Release on Temporary Licences (ROTL), early release (incl. HDC) and late releases are identified and discussed at the earliest opportunity of the resettlement/transition plan and link in with key partners in delivering/offering these opportunities.
- Actively engage children/young people in the RoTL process by accompanying and supporting them on day release in the community. In addition, identify all RoTL opportunities for children/young people on an individual needs' basis.
- Ensure that transition to the young adult/adult estate and probation services is managed effectively and discussed throughout the resettlement plan.
- Ensure that life sentence children/young people have all their documentation completed within the required timescales and are effectively supported through the transition to the young adult/adult estate.
- Exhibit effective engagement with Youth Offending Team (YOT) in the community and Local Authority social workers to promote positive outcomes for children/young people on release.
- Exhibit effective engagement with Health providers to promote positive outcomes for children/young people on release.
- Leads the resettlement/transition planning meeting to prepare and review plans individual to the needs of the child/young person.
- Engage with and contribute to the young person's Support or Enhanced Team in accordance with the YCS & NHSE/I Behaviour Management Strategy (BMS).
- Integrate Resettlement Planning with the Case Formulation approach as part of the YCS & NHS England and NHS Improvement (NHSE/I) BMS with the ultimate aim of supporting children/young people to develop a healthy identity.
- Contribute to Parole Board reports and hearings.
- Engage in Guided Reflective Practice as a method of personal development and to support wellbeing where available.
- Liaises with children/young people and relevant stakeholders to action the resettlement/transition plan, gather and exchange information and understand/ investigate conflicting opinions on child's/young people's progress.
- Encourage and support children/young people to participate in education, interventions and activities as defined within the resettlement plan. Develops strategies to assist children/young people to overcome reluctance to engage.

- Work closely with external partners in sharing best practice and developmental/training opportunities.
- Highlight any child/young person who gives significant concerns by their behaviour to the Resettlement Manager or Orderly Officer (Refer to Public Protection meeting or other relevant meetings e.g. safer regimes, complete a Discrimination Incident Reporting form (DIRF) or a Safeguards form).
- Obtain further information from external agencies to complete a comprehensive resettlement plan relevant to the individuals needs in order to manage risk and reduce the likelihood of re-offending on release report.
- Be familiar with and respond accordingly in relation to a child/young person's protected characteristics.
- Contribute to and attend Multi-agency Public Protection Arrangements (MAPPA) Boards and work with all relevant external agencies to protect the public when releasing young people under MAPPA.
- Contribute to relevant meetings convened by other functions in order to support the best outcomes for young people (e.g. Enhanced Support Teams, Rule 49 Reviews, Safeguarding Reviews, Support Teams).
- Complete lifer and indeterminate sentence paperwork as directed by the manager in compliance with standards and set timescales.
- Facilitate multi-agency planning meetings; these are inclusive of Young People and their parents/carers to assess needs and risks posed by the Young Person to him/herself or others during custody and upon release into the community.
- Engage in all training and up-skilling relevant to the developing role of a resettlement practitioner.
- Attend and contribute to any additional training that enhances the Resettlement Practitioner's role as part of the Framework for Integrated Care.

Undertake other tasks including:

- Prepare relevant documentation for managers for verification / quality checking purposes.
- Establish, develop and maintain professional relationships with children/young people and staff.
- Understand and comply with national/local policies and legislation.

The duties/responsibilities listed above describe the post as it is at present and is not intended to be exhaustive. The job holder is expected to accept reasonable alterations and additional tasks of a similar level that may be necessary. Significant adjustments may require re-examination under the Job Evaluation Scheme and shall be discussed in the first instance with the job holder.

An ability to fulfil all spoken aspects of the role with confidence through the medium of English or (where specified in Wales)

	Welsh.
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Behaviours	<ul style="list-style-type: none"> • Delivering at Pace • Leadership • Communicating and Influencing • Working Together • Managing a Quality Service
Strengths	It is advised strengths are chosen locally, recommended 4-8.
Ability	<ul style="list-style-type: none"> • Ability to analyse complex information in order to make assessments and decisions. • Ability to communicate clearly verbally and in writing with offenders, professionals, and at hearings/meetings such as Parole Boards/Case Reviews. • Ability to empathise constructively with people from diverse backgrounds. • The ability to complete all mandatory training as required to support the job role.
Experience	
Technical	<ul style="list-style-type: none"> • Job holders must undertake relevant role specific training within the stipulated timescale once they take up the post in order to carry out the role effectively. • Desirable - Higher level academic qualification(s).

Minimum Eligibility	<p><i>Please do not alter this box</i></p> <ul style="list-style-type: none"> • All candidates are subject to security and identity checks prior to taking up post. • All external candidates are subject to 6 months' probation. Internal candidates are subject to probation if they have not already served a probationary period within HMPPS. • All staff are required to declare whether they are a member of a group or organisation which HMPPS consider to be racist.
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Hours of Work (Unsocial Hours) Allowances	37 hour working week.
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Success Profile

Behaviours	Strengths It is advised strengths are chosen locally, recommended 4-8	Ability	Experience	Technical
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Delivering at Pace		Ability to analyse complex information in order to make assessments and decisions.		Job holders must undertake relevant role specific training within the stipulated timescale once they take up the post in order to carry out the role effectively.
Leadership		Ability to communicate clearly verbally and in writing with offenders, professionals, and at hearings/meetings such as Parole Boards/Case Reviews.		Desirable - Higher level academic qualification(s).
Communicating and Influencing		Ability to empathise constructively with people from diverse backgrounds.		
Working Together		The ability to complete all mandatory training as required to support the job role.		
Managing a Quality Service				