

Job Description

Job Title	MTCC Outreach Manager
Reporting to	MTCC Children's Centre Manager

Summary

- To mentor and help to lead the work and vision of the Outreach Team in providing integrated services for children and families
- To identify training needs and directly deliver training to the Outreach Team
- To work closely with the Childrens Centre Manager, as part of a Senior Management Team, in planning objectives and reviewing progress.
- To develop partnerships with stakeholders and partner agencies to ensure the provision of co-ordinated services for children and families in the reach area
- To support families with children under 6 to achieve better health, education and social outcomes.

Primary responsibilities

- To offer support and mentoring to the Family Support and Outreach Team, (as well as, on occasions, other team members in the Childrens Centre Managers absence), supporting staff effectively on a day to day basis to enable them to carry out their professional responsibilities
- To identify, establish and maintain good working relationships with the various agencies and networks involved in providing and encouraging related health, social care and community provision both within the children's centre and out in the community.
- To support partner agencies to implement the health and childcare agenda as linked to the Childrens Centres objectives.
- Review the need to directly commission co-located services to operate within the children's centre as and when funding allows
- Help the team to establish new and innovative services that are designed to help families with children under 6 to achieve improved health, educational and social outcomes (including toy/book libraries)
- Develop training plans which recognise the future need to develop staff who can operate in generic posts and therefore supply a fully integrated service to families
- To work in a non-discriminatory, culturally-sensitive manner which encourages all families to access the Childrens Centre services and activities
- To help maintain a case allocation procedure to ensure that all referrals are dealt with and case work allocated equally and appropriately amongst the Outreach Team
- To support volunteer workers and other agents as agreed with the Children's Centre Manager

- To represent the Children's Centre at internal and external meetings and groups as required
- To develop strategies for identifying and accessing hard-to-reach families
- To evaluate services provided to ensure effectiveness of service provision.
- To provide a positive role model for colleagues, carers and volunteers in promoting and supporting good practice.

Knowledge and skills requirements

- Understanding of the key challenges facing families with young children in Chilomoni
- Ability to confidently work with external agencies (predominantly health and social care) to promote and design co-located services
- Experience of leading a team and/ or training and supporting a team
- Knowledge of safeguarding and health issues
- Self organising, independent problem solver with excellent communication skills
- Willingness to uphold the Christian ethos of the project