# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# JOB TITLE: Video Interactive Guidance (VIG) Practitioner

# DEPARTMENT: Children’s Services

# LOCATION: Across County

# GRADE: [East Sussex Single Status Grade 8](https://new.eastsussex.gov.uk/jobs/benefits/east-sussex-single-status)

# RESPONSIBLE TO: Senior Early Help Keyworker

# Purpose of the Role:

To deliver a targeted VIG intervention for referred families

# Key tasks:

1. Manage a case load of families referred for Video Interactive Guidance (VIG). Providing an integrated and structured intervention following the practice guidelines.
2. To undertake direct work with families with young children (aged 0-8) referred to the service, working with them in their own homes or a suitable alternative venue.
3. To maintain accurate records and recordings of all interventions and communications relating to the whole family and store these in accordance with agreed protocols.
4. Demonstrate an ability to actively engage adult service users in a process of change, in order to improve relationships with the babies and children in their care.
5. Work with families to negotiate goals and reflect collaboratively with service users on how attainment contributes towards the achievement of these goals.
6. To be able to reflect on their own practice through analysis of themselves in filmed inaction and use this reflection to improve their skills.
7. To communicate with referrers and other professionals as and when required, generally with the families knowledge and consent\*.
8. To maintain high standards of safeguarding practice, ensuring that children’s need for protection is paramount.
9. Demonstrate skills and knowledge of digital equipment and be able to film, record, edit and save the interventions with families being mindful of GDPR.
10. Undertake appropriate training relevant to the VIG practitioner role and maintain mandated training as required by the 0-19 keywork service.
11. To participate in required individual and group supervision and team meeting pertinent to the service requirements.

\*In accordance with data protection legislation, consent is not required in some circumstances including where a child is at significant risk of harm.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

# EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

# Essential key skills and abilities

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| These criteria will be assessed at the application and interview stage |
| * Ability to engage and motivate families and to work with them on a one to one and whole family basis to improve the quality of their lives and the safety and well-being of their children * Excellent interpersonal and communication skills and ability to work in effective partnership with families * the ability to engage positively and negotiate with other professionals from a range of backgrounds * Ability to work intensively with families to assess strengths and needs, and to draw up a joint plan to address key needs. * Maintenance of good productive working relationships with colleagues within the Team and other services * High level organisational skills * Management of workload and meeting of targets and deadlines * Ability to prioritise own workloads and to recognise own coping mechanisms * Ability to make independent judgements and exercise initiative within agreed limits * To communicate clearly and confidently, orally and in writing, and to give constructive feedback * Excellent time management skills * Good IT skills, including ability to use digital recording equipment and skills in editing material. |

# Essential education and qualifications.

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| These criteria will be evidenced via certificates, or at interview |
| * QCF level 2 qualifications in English, Maths or ability to demonstrate competency through a written test at interview. * QCF level 4 Certificate or a higher-level qualification in a relevant subject related to working with children, young people and families |

# Essential knowledge

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| These criteria will be assessed at the application and interview stage |
| * Understanding of the impact of childhood trauma on family life and the range of issues affecting vulnerable families with young children * Good understanding of how families with entrenched negative behaviours interact * Good knowledge of the stages of child development * Knowledge of the Early Years Foundation Stage (EYFS) and its use in promoting the skills development of young children * Knowledge of child protection and safeguarding procedures * Understanding of how to promote confident parenting * Sound knowledge of attachment theory |

# Desirable knowledge

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| These criteria will be assessed at the application and interview stage |
| * Knowledge of other key agencies whose work affects families or who provide specialist support |

# Essential experience

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| These criteria will be assessed at the application and interview stage |
| * Experience of working with vulnerable families |

# Desirable experience

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| These criteria will be assessed at the application and interview stage |
| * Experience of working in an educational or social care setting. * Experience of partnership working with the NHS and/or the voluntary sector |

# Other essential criteria

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| These criteria will be assessed at the application and interview stage |
| * Enthusiastic and motivating attitude * A commitment to achieving the best outcomes for families, and helping them to overcome obstacles * Professional integrity and confidentiality * Guided by values of belief, respect and empowerment * Flexible approach and committed team member * Willingness to work flexible hours, including evenings and weekends and during school holidays * Ability to meet the travelling requirements of the role |

**Date (drawn up): August 2018, modified February 2022**

**Name of Officer(s) drawing up person specifications: Fay Mitchell**

**Job Evaluation Reference: JE10623**

Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role** |
| --- | --- |
| Using display screen equipment | Yes |
| Working with children/vulnerable adults | Yes |
| Moving & handling operations | Yes |
| Occupational Driving | Yes |
| Lone Working | Yes |
| Working at height | No |
| Shift / night work | No |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | No |
| Exposure to blood /body fluids | No |