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| Family hub navigator**SALARY GRADE: hbc3** | Halton Borough Council resourcing@halton.gov.uk |
| Working at Halton |
| All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture: * Working Together – building fantastic relationships with colleagues and customers
* Continuous Improvement – keeping great service delivery at the heart of everything we do
* Personal Growth – learning, growing and developing ourselves
* Accountability – doing what we say we are going to do
* Inspiring Leadership – positive roles models and leading by example

*To read more about our values, click* [*HERE*](https://haltoncouncilcareers.co.uk/values/)**We are immensely proud that when asked what’s great about working for Halton, the most popular response from our workforce has been ‘*our colleagues’*.**Aside from working with a great team, our employees have access to a fantastic range of benefits, including:* A generous annual holiday allowance starting at 34 days per year (including bank holidays), increasing with long service
* Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions
* 3 x Salary Life Cover via Local Government Pension Scheme
* Investment in your personal development
* Free Car Parking at HBC sites
* Flexible / hybrid working arrangements available (\*delete if not applicable)
* Car leasing schemes
* Essential Monthly Car User Allowance\*(\*delete if not applicable)

*For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* |
| About the Job  |
| As a Family Hub Navigator in the Team Around the Family, you will be the first point of contact for families with children aged 0-19 (to age 25 for children with SEND) in the designated family hub to provide navigation into services and possible referral to Family Link Workers in the centre as required.More specific responsibilities include:* To work towards Halton’s Family Hub delivery plan objectives, promoting the benefits of engagement directly with Family Hubs and wider service offer of support.
* To engage with the multi-agency workforce, local partners, and commissioned services to understand and share their support offerings with communities.
* Actively engage parents/carers of children with SEND and male caregivers in co-production opportunities and identify barriers to accessing services.
* Work closely with local families to understand their service needs in Family Hubs, ensuring accessibility.
* Stay fully informed about local, regional, and national services for families and how to access them.
* To attend local partner networking events and opportunities to promote the Family Hub offer.
* Ensure families are empowered to engage in local co-production opportunities, ensuring their feedback is shared.
* To be knowledgeable in Halton’s Family Hub Digital Platform and Local Offer, particularly, in order to support families to navigate it with confidence.
* Maintain accurate and up-to-date records as per the Council's recording policy.
* Undertake low-level outreach activities with the Family Hub team as required.
* Have personal responsibility for Safeguarding and Health and Safety.
* To participate in learning and development activities as required.
* To undertake any other duties and responsibilities as may be assigned from time to tome which are commensurate with the grade of the job.
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| About You |
| As the ideal candidate, you will have an NVQ Level 2 or higher in Early Years, Health and Social Care, Youth Work, Advice and Guidance, or equivalent. You must have GCSEs (Grade C/4 or above) in English Language and Maths, or equivalent functional skills in literacy and numeracy. You should also be willing to pursue further qualifications or training in the role.In addition you will have:* Experience of engaging with children/parents/families, with a sound understanding of challenges that families can face.
* Experience of working with a range of professionals confidently.
* Ability to travel within Halton, and work remotely/evenings/weekends as required.
* Knowledge of local resources and services available in Halton.
* Working knowledge of early help and safeguarding agenda.
* Good inter-personal and communication skills, with the ability to work independently and as part of a team.
* Ability to keep accurate records, with competent telephone and administration skills.
* Skills to develop innovative ways of supporting children/parents/families to express their needs and views about services.
* Commitment to Equal Opportunities issues and ability to apply anti- discrimination to own practice in order to produce accessible and inclusive services.
* Ability to empower, motivate and coach people to overcome barriers and achieve goals.
* Computer literate, able to use Microsoft programmes e.g. TEAMS, EXCEL and learn IT systems.

(\*delete if not applicable)As this role involves regular travel across the borough and sometimes further afield, a driving license and access to a vehicle are essential requirements. Where appropriate, reasonable adjustments will be made in accordance with the provisions of the Equality Act.The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment. |
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