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| **Personal advisor****SALARY GRADE: HBC6** | hb |
| 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
* Car leasing schemes
* Essential Monthly Car User Allowance

*For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* |
| About the Job  |
| The Personal Advisor will support care leavers in achieving their full potential by providing targeted, outcome-focused services. They will work within the legal framework, including The Children Act 1989 and the Children and Social Work Act 2017, to assist young people transitioning to adulthood and ensure they access entitled services.More specific responsibilities include:* Provide an efficient, best-value service aligned with Halton Borough Council’s policies, procedures, and child care and pathway plans.
* Offer ongoing support, advice, and assessments to help young people develop independent living skills.
* Support interventions and plans as recommended in pathway plans and associated assessments to promote their transition to adulthood and independence and fulfil the duty of the LA in relation to previously looked after children, up to the age of 25 years if requested.
* Build and maintain relationships with young people, ensuring their views are considered and needs met.
* Promote the best interests and protection of young people, invoking relevant HBC and child protection procedures when necessary.
* Keep accurate, up-to-date records in line with the Council’s policies and Children’s electronic management systems.
* Maintain professional working relationships with partner agencies in the development and ongoing delivery of services.
* Uphold the Council’s Equal Opportunities Policy, taking account of young people’s diverse backgrounds and needs.
* Comply with the Council’s Health and Safety Policy and associated safe working procedures and guidelines
* Undertake any other duties and responsibilities as may be assigned from time to time.
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| About You |
| As a Personal Advisor you must hold an NVQ or recognized accredited programme (or equivalent). In addition you will have:* Direct experience of working with children, young people and their families, sometimes dealing with challenging groups and individuals.
* Experience and understanding of different methods of intervention.
* Good working knowledge of models of assessment and family support.
* Knowledge of child development and attachment, and the statutory and legal framework governing the transition to adulthood.
* Ability to work as part of a team, in pressured situations, and manage time effectively to work towards deadlines and deliver targets.
* Ability to adapt within a culture of change and contribute towards continuous service improvement.
* Good record keeping skills, with experience of using electronic management systems.
* Ability to motivate, listen to and advocate for young people, to allow them to reach their full potential.
* Excellent communication skills, both written and verbal.

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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