



Co-Production Connector (Parents/Carers)

Reports to:	Principal Social Worker for Children & Families		
Department:	Safeguarding and Quality Assurance- Children, Young People and Community Development	Grade:	Scale 3
DBS Status:	Enhanced Children's & Adult's	Politically restricted:	No

Job Purpose:

- To support the Principal Social Worker to ensure parents and carers are actively involved in the design and implementation of the Families First Partnership Programme (FFPP).
- To assist in encouraging participation and engagement of parents and carers through workshops, including assisting with the FFPP CYPCD parent/carer reference group meetings.
- To provide a parent/carer's perspective on Brent's participation offer.

Values

Collaborate proactively.

Lead inclusively.

Embrace change.

Be bold and curious.

Celebrate and share our success.

Overall Description

This role is designed to support Brent's Children, Young People and Community Development services implement the new Families First Partnership Programme. We are looking for a candidate who has had previous lived experience with one of our targeted early help or social care services. The role requires good organisational and communication skills.

Job specific roles and responsibilities

1. To assist the Principal Social Worker in promoting and delivering a wide range of materials, projects and activities that introduce the purpose and impact of the Families First Partnership Programme to parents and carers in Brent.
2. To support the development of project plans for parents and carers engagement initiatives, monitor progress, and report on outcomes.
3. To assist the L&D team to develop and deliver training to the wider workforce around a variety of issues that affect parents and carers.

4. To assist in the collection and analysis of feedback from parents and carers regarding the Families First Partnership Programme to identify trends and areas for improvement.
5. To support the co-production and facilitation of parent and carer forums, focus groups and engagement events to ensure lived experience informs service development and delivery.
6. To build and maintain effective working relationships with parents, carers, partner agencies and community organisations to promote participation in the Families First Partnership Programme.
7. To assist in the production of communication and engagement materials, including newsletters, presentations, surveys and information resources aimed at parents and carers.
8. To support the monitoring and evaluation of engagement activities, ensuring participation data, feedback and outcomes are accurately recorded and reported.
9. To assist with identifying and sharing examples of good practice, learning and parent/carers feedback to support continuous improvement and strengthen family participation across Children's Services.

Safeguarding is everyone's responsibility and all employees are required to act in such a way that at all times safeguards the health and well-being of children and vulnerable adults.

Carry out duties with due regard to the Council's Customer Care, Equal Opportunities, Information Governance, Data Protection, Health and Safety and Emergency Planning & Awareness (including to provide assistance where available) policies and procedures.

Employees should embed environmental sustainability into their work, actively contributing to Brent becoming a carbon-neutral borough in 2030.

Undertake any other duties commensurate with the general level of responsibility of this post.

Essential Requirements (key skills & qualifications)

Experience

- Previous lived experience as a service user of Brent's targeted early help or social work intervention within the last seven years
- Over 18 years old

Skills and Abilities

- Strong organisational and communication skills
- Basic IT proficiency including Microsoft Office applications
- Ability to build and maintain positive relationships with professionals and service users.

Budget Responsibility and Overall Headcount
N/A
<i>Within reason these key deliverables may evolve to meet service need and it is expected that the postholder will be flexible and adaptable in their delivery to meet both service and council wide needs.</i>