



Young Futures Partnership Prevention Panel Co-Ordinator

Salary: Band 9, £39,151 to £42,838 per annum, pro rata (£19,578 - £21,419)

Hours: 18.5 hours per week - which may include occasional evenings and Saturdays/Bank Holidays.

Contract : Secondment/Fixed term until 31.03.27 due to funding.

Portsmouth City Council is committed to safeguarding and promoting the welfare of children, and young people, and expects all staff and volunteers to share this commitment. It is also committed to promoting quality childcare across the City that works to improve outcomes for children.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

Every post is subject to PCC and Portsmouth Safeguarding Children's Board safer recruitment procedures.

Why work in Portsmouth?

Portsmouth is a lively city that offers excellent opportunities to develop you and your career. The city is almost an island with that "inner city" feel, with the advantages of fantastic countryside on its doorstep. With excellent commuter links to London, Brighton and with the continent only being about 4 hours away, it is the perfect place to live and work.

The Service

This new and important position will be based within Portsmouth Youth Justice Services (PYJS) which are situated in the Children, Families and Education Directorate of Portsmouth City Council.

PYJS are a multi-disciplinary, partnership organisation working within Children and Families Services and the wider Youth Justice System to prevent offending and reoffending by children aged 10-17. We work with children and their families, and the victims of youth crime, through a process of engagement, assessment, planning, intervention and review; using restorative, relational and inclusive approaches throughout.

We take pride in our work by valuing others; focusing on what's important so that we make a real and positive difference to the communities we serve.

Our work falls broadly into 3 areas:

- Supporting prevention of crime and anti-social behaviour by children.
- Supervising community-based interventions (including Out of Court Resolutions and Court Orders).
- Reducing the use of custody (including remand) and supporting resettlement of children from custody back into their community.

We are seeking to recruit an organised and enthusiastic individual who can confidently liaise with partners (in and outside of the Service) to co-ordinate our Young Futures Partnership

Prevention Panel, which forms part of our prevention activities. This role will also include line management of a Young Futures Practitioner and therefore requires skills for supervision of direct intervention and effective management oversight.

What is the role?

This is an exciting opportunity to work on a new project seeking to support and divert children who are vulnerable to being drawn into crime and/or anti-social behaviour. Following an initial pilot period, we are looking for a Co-Ordinator who can help us build on the work and learning we have done to date and take this project forward to the next phase.

Though based in PYJS, this is very much a partnership role. The Co-Ordinator will be expected to develop and maintain strong working relationships with key stakeholders who work in the local area, and those who fund the project.

Reporting to (and supported by) a Youth Justice Service manager, the Co-Ordinator will:

- Co-Ordinate and Co-Chair the multi-agency Young Futures Partnership Prevention Panel- assuming a lead for discussion and decision-making, including undertaking the role of Chair when required.
- Liaise with partner organisations to support and encourage contributions to the Panel- including (but not limited to) voluntary, community and social enterprise (VCSE) sector organisations.
- Promote (and potentially design) referral pathways for the Panel- working within agreed criteria and in collaboration with key partners.
- Receive and respond to referrals in to Panel- completing initial eligibility checks, gathering further information and overseeing processes to seek consent to progress to Panel.
- Set agendas for Panel meetings, including initial discussions and reviews to track progress to completion or closure.
- Develop pathways out of Panel- collaborating with key partners to support access to relevant services and/or support for children referred and seek feedback on progress.
- Supervise a Young Futures Practitioner- conducting line management and casework supervision, gatekeeping and countersigning assessments, and providing effective management oversight for interventions delivered.
- Collect, collate and submit data- including regular child-related recording to support higher-level quarterly returns.
- Keep up to date on the range of services available and seek opportunities to expand this.
- Represent the service at local, regional and potentially national meetings, to outline and inform our approach to this work.

They will be supported by:

- A period of Induction (usually 2-4 weeks of planned introductions and shadowing).
- Regular 1:1 supervision by their designated line manager (weekly initially, reducing to monthly over time).
- Access to learning and training opportunities relevant to their role (as required, and from a variety of providers).
- A busy, but supportive team, comprising a range of professionals with different backgrounds (e.g. Police, Probation, Social Care, Education, Health, Parenting, Restorative Justice etc).

The Panel will be guided by the expectations of the project which are set in national and local governance, with an opportunity to exercise creativity and innovation within those set parameters. It will also offer a unique opportunity to support and extend this new area of our work to achieve positive outcomes for children, whilst also gaining insight into the wider service and ways in which we collaborate with partners.

Who is the person?

You need to:

1. Have a diploma/degree/MScs/Professional qualification in a relevant field (e.g. Probation, Social Work, Education or Health) with necessary registration (if required).
2. Undertake line management responsibilities including supervision, gatekeeping, countersignature and performance management.
3. Demonstrate post-qualifying experience of direct work with children who are vulnerable to being drawn into crime or have experienced similar vulnerabilities.
4. Understand the causes and complexities of youth crime, and effective practice research regarding effective interventions to prevent and reduce it.
5. Effectively apply processes and frameworks to keep children and communities safe, and support others to do the same.
6. Build strong working relationships with partners in and out of the service, to support the overall aims and objectives of the project.
7. Work restoratively, relationally and inclusively; promoting a trauma-informed, 'Child First, Victim Focussed' culture through what you say, what you do, and how you deliver.
8. Recognise and respond to challenging situations whilst maintaining calm, knowing when to seek support or escalation in order to resolve them.
9. Maintain high quality recording to evidence your work and defensible decision making.
10. Organise your work to ensure you meet expectations for data recording and reporting, including developing systems to support this and meeting key deadlines set.
11. Work independently to solve problems and fulfil your role, and with others to maximise input and impact, within agreed policy and guidance.
12. Communicate effectively in spoken and written English with children, parents, colleagues, partners, stakeholders and managers.
13. Have competent IT skills to use Microsoft Office Suite such as Outlook, Word and our own specialist database for client records.
14. Be flexible, adjusting your approach to overcome challenges, respond to changes in demand and/or develop new responses to emerging issues and opportunities. Within that, demonstrate effective problem-solving within the scope of your own role, seeking support from others when required.



15. Reflect and learn regularly, to drive continuous improvement in service delivery and support others to do the same.
16. Travel independently in and around the City and, at times, other locations.
17. Contribute to wider team working and undertake other reasonable requests when required.

General Data Protection Regulation (GDPR)

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our [careers portal](#).

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.