

## EDUCATIONAL HOME VISITOR

Reference No:	SNCT		
Service:	Early Years Team		
Job Family:	Education Specialist Support	Grade:	T02-T07

### Purpose

To contribute to the work of the Educational Home Visiting Service in relation to children under three years in Fife, who have complex additional support needs.

Service delivery will be within the aims, objectives and practice guidelines of the Educational Home Visiting Service, in accordance with the policies and procedures of Fife Council's Education Directorate, and within the relevant statutory framework.

To be accountable to the Education Directorate for maintaining standards of practice through the Educational Home Visiting Service Manager.

The principal aim of the Educational Home Visiting Service is to empower and support parents to actively participate in the process of educational planning, within the context of the Additional Support for Learning Act (2004 and 2009).

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
<ul style="list-style-type: none"> <li>To provide support and advice to families who have pre-school children with complex additional support needs.</li> </ul>	<p>Knowledge of the Education (Additional Support for Learning) (Scotland) Act 2004.</p> <p>Experience in working with families.</p> <p>Experience in working with developmentally young children.</p>	<p>✓</p>	<p>✓</p> <p>✓</p>

## Role Profile

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<ul style="list-style-type: none"> <li>To support transition and planning for educational placement.</li> </ul>			
<ul style="list-style-type: none"> <li>To offer support and advice to pre-school staff and contribute to the delivery of INSET.</li> </ul>	Effective organisational skills. Understanding of current issues in education & children's services.	✓ ✓	
<ul style="list-style-type: none"> <li>To liaise with educational psychologists with particular regard to educational assessment and placement planning.</li> </ul>	Skill in consultation.	✓	
<ul style="list-style-type: none"> <li>To contribute to Fife GIRFEC practice.</li> </ul>			
<ul style="list-style-type: none"> <li>To work within a multi-agency framework</li> </ul>	Demonstrable success in teamwork and collaborative/multi-agency working.	✓	
<ul style="list-style-type: none"> <li>To contribute to the effective organisation and functioning of the team</li> </ul>	Practice commitment consistent with Directorate aims.	✓	
<ul style="list-style-type: none"> <li>To maintain a commitment to Continuous Professional Development in relation to the Service Development Plan</li> </ul>	Demonstrable commitment to ongoing personal and professional development.	✓	
<ul style="list-style-type: none"> <li>Supporting staff within early years provision regarding children entering their establishment and ensuring a smooth transition between establishments</li> </ul>			
<ul style="list-style-type: none"> <li>Supporting and advising parents who have pre-school children with ASN</li> </ul>	An appropriate degree of assertiveness. Good interpersonal skills. Compassionate and inclusive approach.	✓ ✓	
<ul style="list-style-type: none"> <li>Contributing to the work of the Home Visiting Service.</li> </ul>	Ability to work on own initiative. Supportive to colleagues.	✓ ✓	

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<ul style="list-style-type: none"> <li>Any other appropriate duties as requested by the Education Officer.</li> </ul>	<p>Ability to travel independently in a time efficient manner, both within and outwith Fife.</p> <p>Current full driving licence.</p> <p>Before confirming appointment, you will be required to be registered with the General Teaching Council for Scotland (GTCS).</p> <p>For this post you are required to be fully registered with the General Teaching Council for Scotland (GTCS) in Primary.</p> <p>You are required to model all behaviour expected of a teacher in Scotland in line with the relevant Professional Standards.</p> <p>Full registration is required for this post, Candidates holding GTCS registration in Further Education must also hold Primary or Secondary registration to meet the essential criteria as determined by Fife Council.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

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E = Essential Criteria    D = Desirable Criteria

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required	
<p><b>Before confirming appointment:</b> You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.</p>	
Additional Information – the following information is available:	Expected Behaviours
<ul style="list-style-type: none"> <li>• Skills Framework (if applicable)</li> <li>• <b>How</b> we work matters</li> </ul>	<p>Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.</p> <p>Please refer to How We Work Matters Guidance to learn more.</p>