


**RESTORATIVE APPROACHES FAMILY GROUP MEETING (RAFGM)  
COORDINATOR**

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| <p>TGP Cymru is one of the leading Wales based charities, which supports and represents vulnerable children, young people, and families through a range of projects, training and campaigning. TGP Cymru services are funded by multiple funders and deliver services pan-Wales.</p>  |  |
| <p><b>TGP Cymru Department:</b> Family Services</p>   |   |
| <p><b>Responsible to:</b> Restorative Approaches / Family Group Meeting (RAFGM) Team Manager</p>  |   |
| <p><b>Location:</b> Home based -</p>  |   |
| <p><b>Purpose of role:</b><br/>The RAFGM Coordinator will deliver Restorative Approaches / Family Group Meetings, Training or Consultancy in line with TGP Cymru’s policies and procedures ensuring the regulatory and contractual compliance of the organisation.</p>  |   |
| <p><b>Accountabilities / Responsibilities</b></p> <ul style="list-style-type: none"> <li>• Accept referrals in line with agreed criteria.</li> <li>• Explain to family members how the service could assist with their issues / difficulties and seek their consent to a referral</li> <li>• Identify who should be involved and Prepare / Encourage / Support / Enable family members and professionals to engage and achieve their desired outcomes using a variety of methodologies including Restorative Approaches, Conflict Resolution and Family Group Meetings.</li> <li>• Liaise and negotiate with relevant professionals to ensure that roles, responsibilities, expectations and contributions are clearly organised, understood and acted upon.</li> <li>• Raise awareness, understanding and enthusiasm for the Service’s work, amongst relevant professionals.</li> <li>• Deliver agreed training / consultancy</li> <li>• Ensure that equality of opportunity and anti-discriminatory practice is maintained, and that TGP Cymru’s standards in this respect are applied.</li> <li>• Assist the Team Manager to assess the Service’s outputs against the framework of agreed outcomes by the monitoring of activity and the collection of appropriate information including feedback from service users</li> <li>• Comply with the TGP Cymru’s policies and procedures to include finance, reporting, data management and safeguarding</li> </ul> |   |
| <p><b>Performance Indicators</b></p> <ul style="list-style-type: none"> <li>• Responsible for the delivery of key performance indicators and standards of practice.</li> <li>• Quality of service and compliance against statutory, regulatory, organisational and best practice standards and requirements.</li> </ul>   |   |

- Achievement of service objectives and targets.

**Line management responsibility (as of 01/01/23):**

0

**Budget management responsibility (as of 01/01/23):**

£0

**Grade:**

MS6

**Working conditions:**

Casual hours.

Assignments will be offered for individual pieces of work, and you are free to accept or decline. For all accepted assignments hours to be agreed with Team Manager.

Some work outside of office hours is necessary requiring a flexible approach to the working week.

**Qualifications**

- A professional qualification in social work, youth and community work or related discipline such as Health and Education (Desirable)

**Skills and abilities / competencies**

The post holder will be able to:

- produce quality results in a service-orientated and timely manner and is committed to deliver agreed outcomes
- work well with colleagues and partners and acknowledge the different ideas, perspectives and backgrounds of others
- plan and organise work and manage time effectively
- communicate effectively i.e. express information and ideas in a clear, concise and accurate manner; listens actively and ensures information is shared.
- be open to new approaches and ideas, respond positively to change and adapt quickly to new situations

**Knowledge / Experience**

The postholder will be able to demonstrate a sound understanding and record of achievement in the following:

- Whole family working with children, young people and families in complex situations including safeguarding
- Family Group Meetings / Restorative Practice / Conflict Resolution
- Facilitating complex groups / meetings
- Using virtual online meeting platforms

**Other**

- Display TGP Cymru values and behaviours at all times and actively promote them in others
- Commitment to equality and diversity

- Full driving licence and have access to transport (*In certain circumstances consideration may be given to applicants who as a consequence of a disability are unable to drive.*)
- Ability to speak Welsh (desirable)