

Family Futures Recruitment Pack



Contents

Welcome from our CEO, Jay Vaughan MBE

Our history, vision and mission

Our main services

Our commitment to you

Commitment to Equality

Terms and conditions (Job description and person specification)

How to apply



Hello and welcome to Family Futures!

This recruitment pack is your first step towards a rewarding career at Family Futures. No matter the specific role you're considering, you'll find a supportive and positive environment where you can utilise your talents, grow alongside a dedicated team, and contribute directly to our mission.

We value your skills, dedication, and compassion. Here, you'll have the opportunity to make a real difference in the lives of children and families.

Within this pack, you'll find information about Family Futures, our mission, the specific role you're interested in and the support you can expect from us to help you in your new role. We've also included details about our company culture, benefits, and the exciting career path that awaits you.

Warm regards,

Jay Vaughan MBE
CEO & Registered Manager

Our History, Vision, and Mission

Our history

Jay Vaughan MBE, Alan Burnell OBE and Christine Gordon founds Family Futures as an agency providing assessment and therapy for children post-placement.

1998



In 2006, we became a registered and regulated Adoption Support Agency (ASA). Moved to Floral Place in Canonbury.

2006



Purchased and moved to our 'forever home' at Hornsey Road.

2020



2004

Moved to Britannia Row in Islington.



2008

In 2008 we registered as a Voluntary Adoption Agency



2023

25 year Conference



About Us

Family Futures is a not-for-profit, independent voluntary adoption agency and specialist therapy centre based in London, rated 'Outstanding' by Ofsted in 2025 for the fifth consecutive time.

We support families with holistic, evidence-based therapeutic support in a homely space designed specifically for children. We are here for children affected by early trauma, neurodevelopmental conditions and mental health issues. Our mission is to help children, young people and their families have safe, happy relationships and improved wellbeing by promoting and enabling access to the right therapy and support that is evidence-based and neuro-affirming.

Our model of therapy (Neuro-Physiological Psychotherapy) is research-evidenced to significantly improve outcomes for children in all areas of their development. We offer a training and consultation service to professionals, parents and carers which aims to disseminate the latest thinking on supporting children and young people to heal from early trauma.

Being a Community Interest Company (CIC) and a not-for-profit organisation, holds immense significance to us. This means that all of our profits are reinvested into the organisation to support our work.

Our Crisis Fund is a crucial pillar of our commitment to providing immediate and impactful assistance to families and children in distress. It is a lifeline and allows us to swiftly intervene and offer the necessary resources and services to alleviate these pressing needs.



A not-for-profit Community Interest Company registered with Ofsted

Vision

A world where all children and young people feel safe and happy in their family, thrive and achieve their potential.

Mission

To help children, young people and their families have safe, happy relationships and improved wellbeing by promoting and enabling access to the right therapy and support that is evidence based and neuro affirming.

Values

- Friendly and kind – meeting you where you're at with respect, acceptance and compassion
- Amplifying voices of under-represented children, adults and families
- Making a difference – sharing expertise globally to promote positive change
- Investing in our people – they make us who we are
- Listening attentively and actively – nurturing and empowering without judgement
- You are what's important – we tailor our approach to your needs

Family Futures will always strive to be the best we can, pioneering a gold standard of evidence-based practice

Our Model Summary

Our Neuro-Physiological Psychotherapy(NPP) program helps children who experienced complex trauma in their birth families. NPP combines various therapies to address the child's emotional and neurological needs, rising from the trauma. It also focuses on attachment, helping children build trusting relationships with their adoptive or foster families.

Our Main Services

Adoption Service

An adoption service for people wishing to adopt and children needing to be adopted. We recognise that children who have been subjected to trauma in their infancy need to be parented in a different way by their new families. That's why we provide a unique, integrated support team consisting of a social worker to manage the system and processes, and a therapist to support the child throughout. We welcome applications from all backgrounds and walks of life.

Therapy Service

Our multidisciplinary team works with children presenting with a wide range of needs, supporting their emotional wellbeing, development, relationships, and overall resilience.

Alongside our adoption agency services, we provide support to adoptive parents, special guardians, kinship carers, foster carers, and other families, helping them create stable and nurturing environments in which children can thrive.

Training Courses

Family Futures has a distinguished reputation in providing first class and innovative courses for professionals, adoptive parents and carers. They include courses, workshops and conferences on the latest developments for practitioners working with traumatised children and their families. We also offer a consultancy service for local authorities and agencies which require advice from experts in the field of family placement and child therapy.

Building a Diverse and Inclusive Team

Our Commitment to Equality

At Family Futures, we celebrate diversity and believe in the power of inclusive workplaces. We recognise that everyone's unique background, perspective, and lived experience contributes to our agency's success and fosters a richer, more innovative environment.

We are actively committed to:

- Building a diverse workforce that reflects the communities we serve. We particularly welcome applications from individuals from the global majority.
- Creating a culture of inclusion where everyone feels valued, respected, and empowered to contribute their best work.
- Providing equal opportunities for all applicants and staff regardless of race, ethnicity, nationality, religion, gender, sexual orientation, age, disability, or any other protected characteristic.

Here's what you can expect when you join our team:

- Unconscious bias training for all staff to ensure a fair and equitable recruitment process.
- Regular diversity and inclusion initiatives to foster a welcoming and inclusive workplace for all.
- A culture of open communication where everyone feels comfortable sharing their ideas and experiences.

If you're passionate about making a difference and thrive in a supportive, inclusive environment, we encourage you to apply!

Terms and conditions (Job description and person specification)

Sessional Occupational Therapist

About Us

Family Futures is a not-for-profit, independent voluntary adoption agency and specialist therapy centre based in London, rated 'Outstanding' by Ofsted in 2025 for the fifth consecutive time.

We are dedicated to improving the lives of children, young people, and families through innovative, evidence-based therapeutic support and adoption services. Our multidisciplinary team works with children presenting with a wide range of needs, supporting their emotional wellbeing, development, relationships, and overall resilience.

Alongside our adoption agency services, we provide support to adoptive parents, special guardians, kinship carers, foster carers, and other families, helping them create stable and nurturing environments in which children can thrive.

Diversity and Inclusion statement

At Family Futures, we value the diversity of our staff and believe that everyone's unique experiences, perspectives, and ideas contribute to our agency's success. We actively encourage applications from people from the global majority as we strive to build an inclusive and diverse workforce. We provide excellent staff development opportunities in a highly inclusive environment and are an equal opportunities employer.

We are a neuro-affirming employer and welcome candidates with diverse thinking styles and neurotypes.

As a menopause-friendly employer, FF has policies in place to remove the stigma surrounding the menopause and provide tailored support to staff who may experience symptoms. We recognize that everyone's experience is different and work to meet their individual needs.

Job Description – Sessional Occupational Therapist

Hours:

Flexible - Sessional (not a salaried or full-time position). Work will be offered based on the individual's availability and service demand.

Salary Therapeutic Sessions:

- **£50 per hour for therapeutic sessions**
- Paid time also includes charging in addition for:
 - Travel time paid at 50% (for home visits) but not for sessions taking place at Family Futures
 - 30mins prep at full rate for half day or full day session
 - 30mins notes at full rate for half day or full day session
 - Travel cost (for home visits) payable but not for sessions at Family Futures"
- **£40 per hour for scheduled supervision as well as for agreed induction sessions.**

Salary SI Assessments:

- **£375 per assessment**

The post holder will be responsible for providing:

- Occupational Therapy assessment and intervention with an emphasis on a Sensory Integration frame of reference to children seen by the Wellbeing Hub.
- Specialist paediatric OT assessment including delivery of standardised assessment tools such as the Movement-ABC, Beery VMI, Sensory Processing Measure-2 and EASI (Evaluation in Ayres Sensory Integration).
- High-quality OT/Sensory Integration assessment reports
- Pre-assessment and feedback calls with parents or caregivers

Reports to:

Clinical Specialist Occupational Therapist

Main Tasks:

The post holder will be responsible for providing a specialist Occupational Therapy service with a strong Sensory Integration focus, including:

- Delivery of individual Occupational Therapy Sensory Integration intervention sessions, working within either the Complete Trauma Service or the Wellbeing Hub, in line with service priorities.
- Planning and implementing bespoke, child-centred Sensory Integration-based interventions, to support regulation, participation and functional engagement.
- Adapting intervention approaches in response to each child or young person's sensory, emotional and relational needs, using trauma-informed and developmentally appropriate strategies.
- Providing clear, timely feedback to parents, caregivers and, where appropriate, other professionals following intervention sessions, promoting shared understanding and consistency of support.
- Working collaboratively with multidisciplinary colleagues to contribute to integrated care planning and to ensure interventions are aligned with wider therapeutic goals.

The post holder will work in a highly specialised clinical role, supporting children and young people aged approximately 4–18 years, alongside their parents or caregivers. The children and young people accessing the service present with complex and overlapping needs, including:

- Neurodivergent profiles
- Sensory processing and integration difficulties
- Attachment and relational challenges
- Developmental or Complex Trauma
- Mental health and emotional regulation difficulties
- Physical and learning disabilities

Many service users who have experienced developmental trauma and may present with complex, distressed or challenging behaviours. The post holder will be expected to deliver interventions in a trauma-informed, child-centred and strengths-based manner, supporting emotional regulation, functional participation and wellbeing through sensory integration-focused occupational therapy.

Primary duties and areas of responsibility:

Collaboration with MDT and parent/s

- Operate collaboratively as an integrated member of the therapy team offering OT consultations, screening, and intervention to children and their parents/carers referred to Family Futures.
- To support and work collaboratively.
- Work collaboratively with the parents as members of the team
- Be child focused and parent positive.

Session work:

- Delivery of individual Occupational Therapy Sensory Integration intervention Sessions within the Complex Trauma Service, Neurodiversity Service and Wellbeing Hub for less complex birth children who need short term intervention

Note / report writing

- Take responsibility for the compilation of OT notes / reports that are completed to a high professional standard.
- Write good quality and clear professional session notes for all sessions undertaken.

Liaison

- Liaise with the wider network - local authorities, health authorities, schools, and other agencies on behalf of Family Futures.

IT and organisational skills

- Maintain good and up to date computer records and work within the Family Futures procedures for paper-less working.

- Be efficient in managing case load and keeping up to date with email messages and then to respond appropriately, and in a timely fashion.

Manner of Work:

To adhere to the policies and procedures of Family Futures as laid down in the Adoption Agency handbook and Statement of Purpose, this includes child protection and equal opportunities policies.

- At all times, to maintain the highest standards of professional practice and to comply with the requirements for registration of their respective professional body, RCOT, and Health Care Professionals Council (HCPC) and to keep their professional membership up to date.
- To work in a collaborative and empathetic manner with parents, children and their support networks
- External profession specific supervision by a member of their own profession may be required.
- To be aware of the need for personal therapy due to the particular nature of the work undertaken at Family Futures and to be prepared to fund personal therapy should at any time it appear to be a requirement of the job
- Adhere to Family Futures' policies and procedures in respect of equal opportunities, health & safety, safeguarding children and client service satisfaction.
- Adhere to the regulations and standards for Voluntary Adoption Agencies and Independent Fostering Agencies
- Ensure that duties are undertaken with due regard and compliance with the Data Protection Act and Family Futures' confidentiality standards.

Person Specification – Sessional Occupational Therapist

Qualifications:

- Degree/Diploma in Occupational Therapy (OT)
- Sensory Integration-trained (e.g. postgraduate training in Sensory Integration / Ayres Sensory Integration)
- Member of the Royal College of Occupational Therapists
- Health Care Professionals Council (HCPC) registration

Experience:

The ideal candidate will have all or some of the following:

- Experience of undertaking OT assessment of children is essential.
- Experience of working with children and families in a therapeutic setting for mental health, physical disability and/or learning disability is essential.
- Experience of working with children and families in the field of fostering and adoption is not essential.
- Experience of working with a high degree of complexity is ideal but not essential.
- Experience of co-ordinating and writing reports that include formulations of children with recommendations for treatments is essential.

Knowledge:

The ideal candidate will have all or some of the following:

- An understanding of the principles of sensory integration theory, sensory integration assessment and the impact of developmental trauma on sensory and motor development is essential.
- An understanding of working therapeutically with families, children and adults is essential.

- An understanding of theory and research in the field of developmental trauma, sensory integration, attachment and therapeutic interventions with children and their parents is not essential.
- An understanding of safeguarding children issues as well as an understanding of equal opportunities, data protection and general good practice is essential.
- An understanding and competence in using computers and office technology is essential.

Skills:

The ideal candidate will have all or some of the following:

- To be able to engage with children and adults in a sympathetic and empathic way.
- An ability to work collaboratively as a member of an integrated MDT
- Ability to engage with children and young people with additional and complex needs
- Ability to recognise impact of trauma on self and engage in self-care, to support and maintain own regulation.
- Ability to assess and manage risk and respond appropriately to safeguarding issues.
- Excellent report writing skills.
- Must be able to travel (when required)
- A good communicator with exceptional organisational skills
- Ability to communicate well in writing and to be able to type at a reasonable speed, with an ability to use computers and Microsoft office

Values:

- Be child focused and parent positive.
- Commitment to empowering service users at all levels

- Support the values and beliefs of biopsychosocial models of work and the Family Futures NPP model
- To show respect and an enthusiasm for the work of Family Futures and its users
- Commitment to multidisciplinary team working.
- The belief that people with mental and physical illness have the capacity for personal growth and learning, and the same goals as any other person.
- The belief that service users have the intrinsic right to be involved in all aspects of their care, including the development and evaluation of the service.
- To show respect to all staff at Family Futures
- To show respect to all clients and staff by following the Equal Opportunities Policy and working in accordance with the Equality Act (2010).

Ready to Join Our Team?

We're excited to hear from passionate individuals who share our commitment to supporting families and children.

Here's how to apply:

Application Process: Please contact us on Ingrid@familyfutures.co.uk to request our recruitment pack. Return a completed application form together with your CV to ingrid@familyfutures.co.uk.

Have Questions?

If you'd like to learn more about a specific role and its responsibilities, you can contact our HR department using the contact details above and request a conversation with the relevant hiring manager.

Contact our HR department on:

- **Email:** HR@familyfutures.co.uk or contact@familyfutures.co.uk
- **Phone:** 020 7354 4161

Learn More About Us:

Visit our website, <https://www.familyfutures.co.uk/> to learn more about our services and the impact we strive to make.

We look forward to receiving your application!