

SFJ GJ1

Prepare and provide development activities for offenders



Overview

This standard is about planning and providing development activities for individuals based on their identified needs. The activities might be part of an intervention plan designed to address aspects of an individual's offending behaviour, and may also be part of a programme entered into voluntarily by the individual. Such activities are aimed at the development of the individual, at raising self awareness, and/or with a therapeutic purpose.

In working with offenders you are expected to consistently display the skills of pro-social modelling, offender engagement and professional judgment to encourage offenders to desist from their offending behaviour and to reduce the risk of re-offending.

There are three elements

- 1 Agree and prepare development activities for individuals
- 2 Support individuals in individualised development activities
- 3 Evaluate development activities with other members of the team

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Performance criteria

Agree and prepare development activities for individuals

You must be able to:

- P1 identify development activities that address the factors contributing to the individual's offending behaviour, which are consistent with
 - P1.1 the assessment of the individual's abilities, learning styles
 - P1.2 the individual's needs
 - P1.3 the recommendations of the team
- P2 prepare development activities that:
 - P2.1 are skills based
 - P2.2 address problem solving
 - P2.3 are appropriate to the individual's age, sensory and general abilities
 - P2.4 build upon the individual's strengths and interests
- P3 encourage individuals to participate at a level appropriate to their abilities
- P4 communicate in a manner and at a level and pace appropriate to the individual
- P5 identify prioritised goals for the individual that are clear and realistic
- P6 specify how the success of the activity is to be evaluated, in terms of addressing the individual's identified needs
- P7 arrange the environment in a way which is appropriate for, and encourages the full participation of all involved
- P8 prepare equipment and materials that are sufficient, safe, ready for use, and place them where individuals can access them easily, prior to the start of the activity
- P9 enable individuals to participate in the development activity at a sufficient intensity and duration for the activity to achieve its aims
- P10 minimise avoidable distractions and disturbances
- P11 check that the environment is safe and take appropriate actions to address any hazards

Support individuals in individualised development activities

You must be able to:

- P12 encourage the individual and all involved to participate in assisting the individual's development
- P13 provide individuals with sufficient information and guidance, at an appropriate level and pace, to enable them to exercise their skills
- P14 support individuals to discuss their experiences using an appropriate means of communication
- P15 provide constructive feedback to individuals in a manner, and at a level and pace, appropriate to them
- P16 behave in a manner which provides a role model appropriate to the needs of the individual
- P17 give the appropriate support and seek advice from an appropriate person when the individual experiences difficulty or reacts negatively to the

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programme

- P18 maintain accurate and up to date records of the activity, in line with your organisation's requirements

Evaluate development activities with other members of the team

You must be able to:

- P19 identify and discuss with the individual and other members of the team the progress that the individual has made towards the goals set and any problems encountered
- P20 modify the development activity, after discussion with the individual and the team, where it appears to be inappropriate, or where the resources are unsuitable or inadequate
- P21 seek the individual's views and concerns about the activities and clarify these with them
- P22 allow the individual to take responsibility and ownership of their success
- P23 discuss with other members of the team the individual's and your views of the development activity and its effectiveness in meeting the agreed goals
- P24 propose and discuss with the team alternative strategies and methods for promoting individual development where there are difficulties in achieving the agreed goals, and implement them when they have been agreed
- P25 seek advice from the appropriate members of the team where there are continuing problems with the implementation of the development activity
- P26 inform relevant parties where the activities have been effective

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Knowledge and understanding

You need to know and understand:

Legislative, regulatory and organisational requirements

- K1 legal and organisational requirements which relate to addressing offending behaviour in individuals, and their impact for your area of operations
- K2 legislation, policies and procedures relating to data protection, health and safety, diversity and their impact for your area of operations
- K3 the role of your organisation and the services which it provides in relation to preparing, implementing and evaluating development activities to help individuals address their offending behaviour
- K4 the organisation's policy and procedures regarding confidentiality of information and the disclosure of information to third parties, and the specific circumstances under which disclosure may be made
- K5 the limits of your authority and responsibility, and the actions to take if these are exceeded

Working within the community justice sector

You need to know and understand:

- K6 the importance of learning to take place in a context that is meaningful to the individual
- K7 the importance of there being clear links between the individual's needs and the type, level and intensity of activities planned
- K8 the type and form of activities which are suitable for particular individuals and the manner in which activities can be used to increase potential and effectiveness, self-development and personal responsibility
- K9 the importance of having clear, prioritised objectives, and why development objectives should be constantly evaluated and reviewed
- K10 methods of adapting environments to suit the needs of individuals and groups
- K11 why individuals should be encouraged to participate in the assessment of planning, and why the individual's views on the effectiveness of the activity are of particular significance
- K12 where the individual's consent to the activities should be established and the relationship of this to the promotion of individual rights
- K13 why the individual and their families, relatives and friends should be actively encouraged to become involved, and methods of achieving this
- K14 the reasons why individuals should be given time and space to develop the skills which they possess and to comment constructively on their own progress
- K15 why difficulties experienced by the individual or adverse reactions to the development activity should be reported to the appropriate person
- K16 the importance of evaluating and where relevant, modifying programmes for individuals, methods for achieving this, and the associated importance of disseminating information on what has worked and why

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- K17 why advice should be sought and acted on as soon as there is doubt about particular programmes for individuals
- K18 normal patterns of development and the likely progress which individuals will make to the achievement of goals
- K19 the difference between positive and constructive feedback and how this can assist the individual's development
- K20 methods of providing feedback to individuals in a manner which will assist their development and of providing support to individuals when they experience difficulties or react adversely
- K21 the importance of acting as a role model for the individual

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