

Job Description

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| Job Title | : Peripatetic Project Worker |
| Team | : Emergency ,based at LS8, with city wide outreach support |
| Responsible to | : Emergency Manager |
| Responsible for | : NA |
| Hours | : 37 hrs- nights only |
| Salary | : £20272.77 |
| Leave | : 25 days |

From 1st July 2020 a new consortium commenced in Leeds relating to Young People's Service. Turning Lives Around is part of a consortium with Gipsil and Foundation called Our Way Leeds (OWL).

OWL is a housing and support service based in Leeds for young people aged between 16 and 25 years old offering support to develop and live independently.

Purpose of the job

This role is part of Young People's Housing Related Support Service, Our Way Leeds (OWL). OWL provides a wide range of interventions to prevent homelessness, four types of supported housing and pre and post-tenancy support schemes for young people & young people leaving care including unaccompanied asylum seeker children. Young people can be single, young families or couples.

The post holder/s will be expected to work as part of emergency team maintaining a close working relationship with other colleagues, young people and external agencies. You will be part of an overnight team consisting initially of two Peripatetic workers with aim to expand to a team of four. Post holders will be based at the principal emergency accommodation in LS8 with a flexibility to attend any of the core schemes as required. You will work nights alongside 24/7 provision on a rota basis (See Appendix one) to enable cover and support, respond safely and effectively to requests for service, emergencies, and/or to meet complex and changing support needs.

Key Responsibilities

- You will work alongside Night Support Workers to ensure young people are placed in a safe and secure setting.
- You will help ensure safety and security for young people and premises during the night.

- Assis to address and manage risks to individuals and provide practical support.
- To remedy or make safe any housing management issues and provide emotional support.
- To be able to respond to the health and wellbeing of all young people reporting any serious/emergency concerns.
- To be able to respond appropriately to emergency situations.
- Liaise with agencies and contractors to carry out emergency repairs.
- To provide young people with assistance and support as required.
- To work within, adhere and promote OWL's Safeguarding policies to ensure that young people are safe from harm and abuse.
- Ensure that case records are maintained for each service user in line with both OWL and TLA policies on Confidentiality and Professional Boundaries.
- To ensure all Health and Safety policies, practises and procedures are implemented

General

- To ensure accurate and timely record keeping on the systems used.
- To take part in regular, reflective supervision and appraisals to ensure both the delivery of a good quality service and personal and professional development.
- To attend any required training that will increase knowledge and proficiency in your specified area of work.
- To attend any meetings as deemed necessary by management.
- To work collaboratively and restoratively with colleagues, stakeholders, service users, consortium partners and other agencies.
- To contribute to the effective monitoring and evaluation of OWL services ensuring all outcomes are evidenced.
- To work within the organisational policies, procedures and values, including the organisations' Equality & Diversity Policy, promoting diversity and difference in all aspects of work.
- To ensure all H&S Policies are implemented.
- To at all times represent the organisation in a positive and professional manner.

Physical Conditions

- OWL operates a none smoking policy. However, post holders may need to work in parts of the building which are approved for young people to smoke i.e. bedrooms.

Social Conditions

- This is night post whereby the normal working hours are between 8.00pm and 8.00am. The hours of work are primarily determined by the needs of the service and are worked on a rota basis, which will include weekend and bank holiday working (see Appendix one).

PERSON SPECIFICATION PERIPATETIC PROJECT WORKER

Detailed below are the essential and desirable criteria required of applicants for the above post. The “Essential Requirements” indicate the minimum requirements, whilst the “Desirable Requirements” are additional attributes to enable the applicant to perform the duties of the post more effectively, or with little or no training. They are not essential but may be used to distinguish between acceptable candidates

Experience, Skills & Abilities

Essential

- ✓ Has a commitment and enthusiasm for working with young people from complex backgrounds
- ✓ Ability to maintain records as per requirements of the service contract and internal requirements
- ✓ Willing to learn and develop in a pro-active and professional way to deliver to the core principles and values of OWL
- ✓ Builds and maintains effective working relationships with young people, communities, colleagues, partner agencies and other stakeholders
- ✓ Manages and ensures clear professional and emotional boundaries are established
- ✓ Ability to follow instructions and provide practical and emotional support to young people
- ✓ Builds trust and has respect for others, and shows an awareness of the impact of own behavior
- ✓ Can demonstrate an understanding and sensitivity to diverse needs of others and treats everyone fairly and consistently
- ✓ Works in line with policy and procedure around risk management applying and promoting risk management to work practices as required
- ✓ Aware of the need for confidentiality in dealing with personal information and of circumstances when confidential information must be shared
- ✓ Able to plan, organise and implement work effectively and solve problems in a constructive manner
- ✓ Able to work under pressure and respond accordingly
- ✓ Demonstrates flexibility in approach to work and open to and supportive of change and new ways of working

Desirable

- ✓ Experience of supporting people in need

- ✓ Understanding of safeguarding children and young people

Knowledge and Qualifications

Essential

- ✓ Competent in the use of a PC, particularly the use of MS Word and Outlook.
- ✓ Basic literacy and numeracy skills (this will be tested via the recruitment process if no qualification)
- ✓ Understanding of team work and how to assist colleagues and managers
- ✓ Excellent communication skills and ability to communicate with a wide range of people.

Desirable

- ✓ Ability to speak more than one language
- ✓ Qualification in youth work, social care, health or housing
- ✓ Able to use a SMART phone and have experience of using social media

Other

Essential

- ✓ Work on a two-week rota (see below)
- ✓ Have or be willing to work towards Level 3 – Diploma for the Children and Young People’s Workforce or equivalent

Desirable

- ✓ Experience of using support services or have lived experience
- ✓ Full driving licence and access to own transport to work more efficiently across Leeds.

Two week rota

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| Peri 1 | N | N | | | N | N | N | | | N | N | | | |
| Peri 2 | | | N | N | | | | N | N | | | N | N | N |