**Rape and Sexual Abuse Service Highland (RASASH)**

**Job Description: Young Persons’ Project Support & Development Worker**

**Job Title**: Young Person’s Project Support & Development Worker

**Salary**: £22,172 (actual salary for 28 hour post)

**Hours:** 28 hours pw (mostly worked over afternoons/early evenings)

**Length of Appointment:** Permanent (though note that all posts are subject to continued funding. Currently funding is in place until 31 Dec 2021)

**Holiday entitlement**: Pro Rata of FTE of 30 days annual leave & 12 days public holiday (4 fixed and 8 floating)

**Pension Entitlement**: An employer’s contribution of 6% is payable after successful completion of a 3 month probationary period.​

**Responsible to**: RASASH Manager

**Based:** RASASH Premises in Inverness

**Support and supervision**
External supervision provided.
Internal supervision provided.

**Principal duties**

**Direct Support Work**

Deliver age appropriate face to face support, information and/or crisis advocacy for survivors of sexual violence or abuse, aged 13 to 18, including those who have complex needs.

Develop & support group work programmes for young survivors if appropriate.

Provide email, telephone and Skype support for survivors aged 13 to 18.

Work on a community outreach basis as necessary, including visits to other settings across Highland.

Record all information pertaining to RASASH’s young person’s support service accurately and appropriately in line with RASASH's support service information recording and Data Protection systems.

Involve service users in the development of the service in line with organisational policies & procedures.

**Project Development**

Assist in the establishment and development of the young persons’ support service

Develop and/or source materials & resources for service users and agencies

Take an active role in the promotion of the Young Persons’ Support Service

**Multi-agency working**
Participate in and contribute to multi-agency work relating to young people.

**Equalities**
Ensure that the development and delivery of support and advocacy recognises the additional barriers and inequalities faced by young survivors of sexual violence from marginalised groups and communities and strive to promote at all times inclusive and anti-discriminatory practice across all aspects of the service.

Work in accordance with RASASH policy on Equal Opportunities.

Facilitate the development and implementation of all inclusive policies.

**Monitoring and evaluation**
Record data in line with RASASH evaluation systems and agreed outcomes for the project

Implement relevant monitoring and evaluation systems which capture both quantitative and qualitative information from all aspects of the support service.

Analyse monitoring and evaluation information to inform future service delivery.

Provide project reporting data and narrative as required by funders

**Accountability and supervision**
Attend & participate in individual & group supervision, team meetings and practice development meetings.

Keep practice knowledge & learning up to date

Attend ongoing training as required.

Contribute positively to the overall work and aims of RASASH.

Contribute to the development of and adhere to RASASH policies, processes and procedures.

**Team working and communication**
Work constructively as part of a team.

Facilitate development/delivery of volunteer/staff training.

**Other**
Ensure that all activities comply with current legislation (including child protection, adult support and protection and health and safety) and with organisational policies and procedures.

Flexibility in working hours.

Travel across Highland and occasionally to central belt.

Any other duties as required.

**This job description is not exhaustive and, following consultation, the post holder may be required to fulfil other responsibilities and tasks.**