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| **Supplementary Information** |

**Responsible to:** Family Support Manager (Training)

**Location:** This post is based primarily with the Families Outside team in Glasgow but with flexibility for travel and some home working.

**Hours:** 35 hours per week

**Primary responsibility for:**

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| 1 | HMPs Greenock and Low Moss. |
| 2 | Support to families of prisoners in HMPs Greenock and Low Moss and/or other families of prisoners who live in that vicinity. |
| 3 | Community Planning Partnerships (CPPs) feeding in to HMPs Greenock and Low Moss. |
| 4 | Links with other organisations working in those areas. |
| 5 | Collaborative working with the Visitor Centre providers (Early Years Scotland) at HMP Low Moss. |