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**Glasgow Council on Alcohol**

14 North Claremont Street, Glasgow G3 7LE

**0141 353 1800**

**JOB DESCRIPTION**

**JOB TITLE: School Engagement Officer (Multiple Risk Prevention and Education)**

**Hours: 35 hours per week including some evenings and weekends**

 **Flexible working, part-time hours, or job-sharing arrangements will be considered**

**SALARY:** **£21,141 - £23,197 (Pro rata if part time)**

The School Engagement Officer (Multiple Risk Prevention and Education) will provide a community based multi risk prevention programme for the young people and teachers across Glasgow city, in partnership with other statutory, voluntary and community agencies.

**The Which Way? Multiple Risk Programme**

The programme focuses on increasing understanding of issues related to risk taking behaviours, building resilience and improving mental health in children and young people.

The overall aims of programme are to:

* Increase their knowledge of risk and multiple risk
* Consider the possible consequences of risk taking behaviours
* Develop a deeper understanding of emotions, personal attitudes and triggers
* Improve skills such as decision making and problem solving as well as working as part of a team.
* Improve Mental Health and Wellbeing by increasing coping skills, self-efficacy and confidence
* Identify where and who they can go to for support in their community

**Main Function / Responsibility**

* To deliver the Which Way? Prevention and Education programme for identified school year groups working to principles of good practice in relation to equality and diversity
* Deliver presentations, interactive workshops and training programmes to pupils, teachers and other relevant stakeholders
* Record and evaluate the effectiveness of the multi risk programmes utilising the database project management system
* Liaise closely with other statutory, voluntary and community organisations as appropriate in the carrying out of these duties.

**Location**

The main office base is within Barrowfield community Centre. The post holder will primarily travel around primary and secondary schools throughout Glasgow to deliver the multiple risk programme.

**Reporting Relationships**

The School Engagement Officer (Multiple Risk Prevention and Education) will report to the Which Way? Project co-ordinator

#### PERSON SPECIFICATION

**School Engagement Officer (Multiple Risk Prevention and Education)**

**E = Essential D = Desirable**

**Candidate specification**

**QUALIFICATIONS**

* + Community Education Certificate D
	+ Health Education/Promotion Certificate D
	+ Training Qualification D
	+ Clean current UK driving license D

#### SKILLS

* + Good written and verbal communication skills E
	+ Good interpersonal skills E
	+ Planning and co-ordination skills E
	+ Ability to engage with groups of people across age ranges E
	+ Presentation Skills E
	+ Education and training skills D
	+ Team working skills E
	+ Networking E
	+ Ability to motivate and engage young people E
	+ Ability to deliver multiple risk interventions E

#### EXPERIENCE OF

* + Working with young people E
	+ Facilitating and delivering structured programmes D
	+ Health promotion or community development work D
	+ Working in a school setting D

#### KNOWLEDGE OF

* + Current issues relating to young people E
	+ Social model of health D
	+ Prevention and Education approaches D

#### PERSONAL ATTRIBUTES

* + Proactive E
	+ Self-directed E
	+ Self-motivating E
	+ Enthusiasm for working in innovative ways E