

rock trust

ENDING YOUTH HOMELESSNESS

Project Worker

**JOB DESCRIPTION AND PERSON
SPECIFICATION 2020**

Overview

Mission Statement

Rock Trust aims to prevent youth homelessness and to support young people to build better futures.

Job Title

Project Worker

Grade

3

Location

Perth and Kinross

Reporting to

Services Manager



Context

Rock Trust is delivering a new contract in partnership with Perth and Kinross Council. The Youth Homelessness Support Service will work with young people aged 16-25 who are:

- Homeless and require support to access a tenancy,
- Living in temporary accommodation, supporting them to move on from this unstable accommodation into a permanent home
- Living at home and experiencing family issues that may result in homelessness.

Job Description

Main Duties & Responsibilities

The postholder will undertake the following main duties:

- To be responsible for the direct provision of practical, personal/emotional and social support to young people aged 16-25.
- To be responsible for case management of young people using the service, from initial referral, on-going support and service ending.
- To be responsible for planning support activities and assigning support assistants and volunteers to activities as required.
- To work in a person centred way in the delivery of support.
- Maintain effective record keeping systems and information for the purposes of monitoring and evaluation.
- Provide formal and informal support and supervision to volunteers and support assistants as directed by Line Manager.
- Develop partnership working in a manner that promotes the work of Rock Trust and facilitates appropriate referrals.
- In conjunction with other staff, provide a cost-efficient service and source additional funding where appropriate.
- Participate fully in the evaluation of current services and the development of new initiatives.
- To advocate, where appropriate, on behalf of young people, dealing with all relevant external agencies.
- Ensure an awareness and application of organisational policy and procedures and to contribute to the promotion of good practice.

Job Description

Professional and Personal Development

The Project Worker will maintain an up to date knowledge of all relevant legislation, policies and good practice. It is the organisation's desire to encourage and enable the personal and professional development of members of staff. The Project Worker will undertake such appropriate training as is necessary to facilitate this.

Other duties as directed from time to time by Line Manager or Senior Management.

Person Specification

Essential

- Experience of 1:1 support to socially excluded young people.
- Experience of case management
- Experience of building positive professional relationships within the voluntary and public sectors.
- Knowledge of Trauma Informed Practice
- Knowledge of homelessness, mental health and isolation issues.
- Knowledge of youth work principles, including the developmental stage of adolescence.
- Working knowledge and experience of Person Centred Practice.
- Appropriate qualification suitable for registration with the SSSC as a Supervisor in Housing Support Services or ability to work towards
- Excellent verbal and written communication skills.
- Ability to work as part of a team.
- Ability to work on own initiative.
- Ability to creatively manage own workload.
- Willingness and ability to work unsocial hours.

Person Specification

Desirable

- Working Knowledge of Microsoft 365
- Knowledge of mediation.
- Supervisory qualification
- Knowledge of Monitoring and Evaluation frameworks and methodology systems.