



**A LIFETIME OF  
EQUALITY  
RESPECT  
AND  
LOVE  
FOR CARE EXPERIENCED PEOPLE**

### *Who Cares? Scotland Job Specification*

<b>Post Title:</b>	<b>Community of School Advocacy and Participation Development Officer</b>
Salary range	£23,093 – £28,866 per annum
Hours of work	35 hours per week
Area	Highland
Base location	Old School, High Street, Clachnaharry, Inverness; Arach, Strathpeffer and The Bridge, Inverness
Responsible to	Advocacy and Participation Manager, North Advocacy Coordinator, North
Application close date	Monday 7th December 2020  Stage 1: interviews will take place on Thursday 17th December, on Teams  Stage 2: Candidates successful in Stage 1 will be invited to Stage 2 on the 18th December with young people, on Zoom

**Who Cares? Scotland is Scotland’s only national independent membership organisation for care experienced people. Our strategic vision is to secure a lifetime of equality, respect and love for care experienced people in Scotland.**

At the heart of Who Cares? Scotland’s work are the rights of Care Experienced children and young people, and the power of their voices to bring about change. We provide individual relationship-based independent advocacy and a broad range of imaginative participatory/engagement opportunity for Care Experienced children and young people across Scotland; we work alongside

corporate parents and communities of all sorts to broaden understanding; we work with policy makers, leaders and elected representatives locally and nationally to shape law, policy and practice on the basis of all that can be learnt from the voices of those with experience of care - working together to build on the aspirations of [The Promise](#) and secure positive change.

### **Purpose of the post**

The core focus for the post is working in partnership to improve the experiences, support and opportunities for Care Experienced and other young people within their school communities across Highland. The foundation is creating ways in which the voices, experiences and needs of Care Experienced young people are better heard and understood. Working alongside the rest of the Who Cares? Scotland team and key partners, the post will enable:

- Independent and individual advocacy support for young people including in relation to their support within the Community of School;
- Voice-led awareness-raising sessions within school communities and with educational professionals, reaching out to Care Experienced and other children/young people, their peers and the professionals and carers who are around them;
- Enhanced links between the growing range of opportunities for Care Experienced young people and others across Highland, the Highland CHAMPS approach and the Community of School;
- Improved opportunity, voice, aspiration and attainment for Highland's Care Experienced young people and others with needs for significant support.

You will work directly with children and young people with experience of care or social work involvement in an individual advocacy role. This means developing relationships and trust, listening to what they say and supporting them in order to ensure their voices are truly heard regarding the decisions which are being made about their lives. A focus of your work will be ensuring that those voices are heard within the context of each individual's experience within education and school.

Working alongside partners you will:

- Facilitate awareness-raising opportunities within schools and amongst educational professionals, including within Assemblies, In-service days and teacher PR&D;
- Support and extend the network of participatory and engagement opportunities for Care Experienced and other young people within and from their school communities, and help create the conditions for individual and collective voice;
- Ensure the voices of Highland's Care Experienced young people and others with significant needs are heard by corporate parents and communities, creating positive change.

You will place young people at the heart of everything you do, helping them live a positive life now and to reach their full potential in the future.

You will be working within Highland at an exciting time, with a well-established CHAMPS approach creating opportunity, and the voices of those with experience of care growing in power, individually

and collectively - bringing with them insight, challenge, hope and change. You will be part of a growing and dynamic North team in Who Cares? Scotland, working closely with key partners across Highland's corporate parenting network.

### **Main Duties and Responsibilities**

- To provide high quality independent advocacy, children's rights and participation opportunities for children and young people who are looked after, Care Experienced or subject to formal processes and structures including in relation to additional support within education
- Create imaginative opportunities to meet with Care Experienced and other children and young people within and around the Community of School, using and developing existing networks and with flexible drop-in sessions and links to participatory opportunities for young people
- Assist children and young people in preparing for, and effectively participating in educational meetings, child's plan meetings, children's hearings and other formal processes
- Deliver an imaginative programme of peer and voice-led awareness-raising sessions within schools and to educational professionals and corporate parents
- Facilitate and support the growing network of group and individual opportunities for and with Care Experienced children and young people
- Provide other opportunities for children and young people as part of the ambitious development of partnership-based opportunities within Highland, and Who Cares? Scotland's local and national work.
- Keep detailed records of work undertaken with young people
- Prepare liaison reports which are based on the agreed outcomes for your areas of responsibility
- Support the partnership network in Highland, the range of opportunities on offer for Care Experienced and other young people to develop, have a voice and be heard.
- Work in partnership with professionals, carers and organisations to achieve the best outcomes for children and young people
- Adhere to Who Cares? Scotland's policies, procedures and values at all times.
- Carry out any other duties commensurate with the post as identified by your line manager

### **Communication and relationships**

The post holder will have key links with:

- Children and young people from Highland
- Partners across Highland (Local Authority; other public sector Corporate Parents; the Third Sector)
- Key professionals within the Community of School
- The broader Who Cares? Scotland team, in Highland, the North, and across Scotland

Teamwork alongside strong individual initiative will be crucial for the effective operation and imaginative development of the work.

### **Attitudes and values**

Commitment to:

- Children's rights
- Working inclusively with an understanding of equal opportunities practices
- Belief that young people can make transformative change happen in their lives if given the opportunity.
- Working in partnership with young people, empowering them to make decisions about their own lives
- Developing best practice through regular supervision and training opportunities
- Inter-agency, inter-disciplinary and collaborative work to improve outcomes for children and young people

### **Working environment**

Who Cares? Scotland have an office base in a 'hub' for Care Experienced young people in Inverness, but flexibility and significant travel will be required given the remit of the role. Some evening and weekend work will be necessary. A full driving licence and access to a car is required.

### **Essential knowledge, skills and experience**

**Qualifications:**

- A relevant qualification, to a minimum standard of HNC/SVQ 3 (SCQF level 7) in a discipline related to working with children & young people or equivalent work experience.
- A current full driving licence

**Knowledge:**

- The issues affecting children and young people in care or with experience of care
- The care system in Scotland
- Children's rights including in the context of education
- Child protection issues
- Independent advocacy and its principles
- Current developments, policy and practice in relation to children and young people encountering the care system

**Skills and Competencies:**

- Ability to form positive relationships with children and young people
- Youth participation and engagement
- Excellent interpersonal and communication skills, both verbal and written
- Ability to effectively plan and evidence work

- Ability to work both collaboratively with partners, as part of a team and on own initiative
- Ability to manage time and workload to effectively prioritise and meet deadlines
- Flexibility to travel, and to work some evenings and weekends, with possible overnight stays
- Excellent administrative skills and the ability to produce high quality reports on activity

**Experience of:**

- Working directly with children and young people, both individually and in groups
- Delivering training or engaging a range of audiences
- Working in a collaborative, inter-agency, inter-disciplinary way
- Report writing and evidencing practice and impact

**We particularly welcome applications from people with experience of care.**