

Role Description

Sessional Worker (causal work) Cyrenians Communities

For over 50 years, Cyrenians (a Scottish Charitable Incorporated Organisation (SCIO), registered charity number SC011052) has tackled the causes and consequences of homelessness. We understand there is no “one size fits all” approach to supporting people towards more positive and stable futures. That’s why all our work is values-led and relationships-based.

We meet people where they are, and support them towards where they want to be.

Our Vision is an inclusive society in which we all have the opportunities to live valued and fulfilled lives. We work to make that vision a reality by our Mission to support people excluded from family, home, work or community on their life journey.

We aim to offer consistently excellent service across all locations and in all our activities. Our way of working is built on our four core values:

Compassion: We believe that everyone should have the chance to change, no matter how long that might take.

Respect: We believe in tolerance, acceptance, valuing diversity and treating each other as equals.

Integrity: We are committed to the highest quality of work, grounded in honesty, generosity, sincerity and professionalism.

Innovation: We are willing to take risks, challenge convention and be very creative in our search for new ways of working, in particular by taking account of the environmental impact of our decisions.

1 General

Cyrenians has five residential communities which provide accommodation and support to vulnerable people. City Community, Farm community, Crighton Place, Lotus and The Village. The purpose of the Communities is to provide a safe and stable community environment for people to live, learn and develop together. Our unique approach to supported accommodation helps young people to develop their skills through training and ongoing support with the key outcomes being:

- To significantly increase the ability of vulnerable people to live more independently in the future; including reducing and, where possible, ending dependency on housing support.
- To increase the contribution residents make to wider society through volunteering and, if possible, formal work experience and training.
- To improve the ability by residents to access community resources and networks such as libraries, GPs, social activities etc.

This role combines keywork support to residents and guidance to volunteers. Alongside these, the key worker will work to ensure that Cyrenians Community Model is adhered to and developed; and that the quality of service provides remains high.

2 Tasks and Responsibilities

Support vulnerable people in the communities

- Provide support in line with the Cyrenians Key Worker Practice Model
- Carry out assessments of people referred to the Communities
- Provide an induction to new Community members
- Be able to support resident when challenging personal situations arise
- Provide regular support sessions; to assess progress against planned milestones and goals, demonstrating distance travelled
- Review and end cases according to model

Use a facilitative approach to support the life of the community including organisation of activities, household routine, and conflict management

- Facilitate community meetings to plan community events/activity and to handle conflict constructively
- Participate in training and practice development around use of the key worker model; and facilitate workshops for community members
- Support the community to ensure a smooth running household routine; including cleaning and cooking

Champion the theory associated with the Cyrenians Community model

- Work with the team to assess and minimise the risks to support, and maintain young people in the service.
- Support the development of additional activities and therapeutic interventions, as funding and resource opportunities arise
- Link with Cyrenians Enterprises to ensure residents have opportunities for volunteering, training and/or work experience
- Ensure full involvement by all community members in planning and developing the service

Support excellence and continuous improvement

- Work to all service policies and procedures, assisting in the development of best practice
- Participate in the development of new activities

Participate in planning, monitoring and evaluating the service

- Ensure that records are kept up to date and comply with funders monitoring requirements.
- Regularly monitor and report on activity in line with the Charity's systems.
- Participate in learning and training associated with planning, monitoring and evaluation.

Support the marketing of the service to ensure all places in the Communities are fully utilised by vulnerable people

- Contribute to the service marketing strategy, to ensure places are taken up by as many vulnerable people as possible.
- Assist with the promotion of the service through engagement with other agencies, attendance at networking meetings etc
- Attend meetings and events as required

3 Person Specification

Knowledge and Experience	
Excellent interpersonal skills	Essential
Proven experience of working with vulnerable people in one-to-one and group settings	Essential
Group work skills including facilitation, team building and personal development activities	Desirable
Enable vulnerable people to move into learning and training, whatever their presenting issues	Desirable
Experience of working with volunteers	Desirable
Following policies and procedures to implement best practice	Essential
Use of organisational systems to monitor progress and demonstrate impact	Essential
Assess, manage and take calculated risks with vulnerable young people	Essential
Commitment to quality assurance and high standards in service delivery	Essential
Excellent IT skills	Desirable
Excellent organisational skills	Essential
Liaising with referring organisations and other professional networks	Desirable
Ability to follow medication administration guidelines and practises.	Essential
Qualifications and training	
SVQ level 3 or above; or other relevant qualification / equivalent experience, and a willingness to work towards obtaining SVQ 3	Desirable
Counselling, facilitation, mediation or Coaching qualification	Desirable
Values and attributes	
Passionate about enabling vulnerable young people to overcome problems and reach their potential	Essential
Calm, strong and positive in dealing with difficult situations including crisis and conflict	Essential
Motivate people to be active, positive and constructive	Essential
Energy, drive and enthusiasm to ensure the service and all those involved in it thrive	Essential
Committed to supporting the Service Manager to develop the Communities	Essential

A positive, pragmatic team member	Essential
Committed to young people learning and training	Essential
Committed to working within the Cyrenians Key Worker Practice Model and undertaking additional related training	Essential
Committed to service excellence and continuous improvement	Essential
Good written communication skills	Essential

4 Terms & Conditions

Reporting Manager:	Senior Key Worker / Service Manager
Workplace:	Edinburgh (City/ Crichton Place/ Lotus/ Village) West Lothian (Farm)
Working Hours:	Casual work.
Salary:	£11.72 per hour. This is an hourly rate of £10.14, plus an additional payment of £1.58 per hour to reflect any entitlement to annual leave. A further payment of £67.20 will be made for any sleepovers. A sleepover will be 8 hours in a 12 hour shift.
Disclosure:	PVG scheme membership required

5 Application deadline and Interview dates

<u>Closing date:</u>	12 noon on Monday 7 th June 2021
<u>Interview date:</u>	Thursday 17 th June 2021
<u>Stage 2 date:</u>	TBC

Please refer to the Recruitment Information leaflet for further information on completing and submitting your application form.