

The Children & Young People's Commissioner Scotland is recruiting for the position of:

Participation Officer

(Grade 4 (£35,586- £44,322))

37 hours per week, 6-month post

**Based in Bridgeside House, 99 McDonald Road, Edinburgh, EH7 4NS
(due to COVID-19, currently working from home).**

The responsibilities and powers of the Children and Young People's Commissioner are set out in the Commissioner for Children and Young People (Scotland) Act 2003. The Commissioner is appointed by the Queen on the recommendation of the Scottish Parliament and is entirely independent of the Scottish Government.



**All applications by CV and covering letter
are welcomed and must be submitted by
9am Monday 23rd August.**

**Interviews will take place on Friday 3rd
September 2021 and will be conducted
remotely due to COVID-19.**

**CV and covering letter accepted by email to
recruitment@cypcs.org.uk**

Website: www.cypcs.org.uk

Facebook: www.facebook.com/cypcs

Twitter: twitter.com/cypcs

Instagram: [@cypcs](https://www.instagram.com/cypcs)

**Disabled candidates and candidates with care
experience, who satisfy the essential criteria for
the post, will be invited for interview.***



Passionate about children's human rights? Want to use your expertise to make a real difference to the lives of children and young people? Then we want you to join us to promote and safeguard the rights of children and young people in Scotland.

Overview of the Children and Young People's Commissioner Scotland

In 2003 the Scottish Parliament wanted to "make a real difference by creating an independent, high-profile and influential post" of Children and Young People's Commissioner with a responsibility to promote and safeguard the rights of everyone under 18 in Scotland or up to 21 if the young person is in care or has care experience.

Children and young people don't have the same economic or political power as adults. Adult systems aren't designed around children's needs and when things go wrong it's much harder for them to get justice. They need a champion who is an independent person able to challenge those in power.

The role of Commissioner must do that, whilst bringing together different parts of the political and institutional systems and society in the best interests of the child. As well as being a champion for rights, a key part of the job is to work with people who make decisions that affect children and young people lives so that they deliver on their promises – for example within education, healthcare, housing and justice.

Decision-makers must understand their rights obligations and include and listen effectively to children and young people in order to do their jobs properly.

We are a dedicated team of 15 staff who bring a variety of skills and talents to help influence and drive progress within children's human rights. As a team, we work to our shared values of bravery, independence, leadership, participation and respect so that we can be the fierce champions of rights that children and young people need us to be.

Role Summary:

The Participation Officer will build upon our existing commitment to seek and act upon the views and concerns of children and young people and be fierce champions to promote and protect their human rights.

This is an outstanding opportunity to help shape our participation work during a time of exciting change to the landscape of children's rights in Scotland where the United Nations Convention on the Rights of the Child (UNCRC) will be incorporated into domestic law.

We are looking for a skilled professional who can help us develop our online and in-person participation with children and young people across Scotland, ensuring that we build an exciting and safe space for all, which will continue beyond COVID-19.


If you meet the criteria listed in the job description, we would love to hear from you. As this post involves direct work with children and young people, you will be required to obtain PVG scheme membership through Disclosure Scotland if successful at interview.

The key strategic issues impacting on the post will be:

- The Commissioner for Children and Young People (Scotland) Act 2003; the Children and Young People (Scotland) Act (2014); the United Nations Convention on the Rights of the Child (Incorporation)(Scotland) Bill
- International human rights instruments, particularly the United Nations Convention for the Rights of the Child (UNCRC)
- Children and Young People's Commissioner Scotland Strategic Plan 2020-24





Responsibilities:

- Develop and deliver participation opportunities with children and young people to ensure that their rights are upheld and they are involved in the work of the office.
- Support a programme of activities and act as point of contact for Young Advisers working with the Commissioner, with particular focus on the current Mental Health and Governance Groups.
- Develop and support a new programme of 'roadshow' activity, supporting the Commissioner and staff to consult with children and young people across Scotland, as COVID-19 restrictions allow.
- Develop and pursue new ways of engaging with children and young people, particularly those who are seldom heard.

- Management of partnerships with external stakeholders across all sectors within children's rights and civil society.
 - Ensure implementation of child protection remit.
 - Foster internal development of participation skills across our staff team.
 - To work with the Head of Strategy and Participation Officer as directed in the development and sustainability of our participation function.
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Essential Requirements:

The successful candidate must have:

- A degree level qualification or significant experience in a similar role.
 - Significant experience of delivering training or session-based work to children and young people.
 - An in-depth understanding of participatory tools in working with children and young people.
 - Knowledge of the rights issues affecting children and young people in Scotland.
 - Working knowledge of engaging with disabled children and young people and other marginalised groups.
 - Experience or understanding of service design and improvement.
 - Ability to focus resources on the delivery of objectives and key outcomes.
 - Creativity in working directly with children and young people.
 - Confident dealing with children and young people.
 - Ability to prioritise issues relating to child protection and the protection of vulnerable adults.
 - Articulate and confident in working with a variety of stakeholders.
 - Excellent communication skills.
 - Flexibility in approach and delivery of work.
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The responsibilities outlined in this job description should not be regarded as comprehensive in scope and may be added to or altered as required, in line with the requirements of the Commissioner.



Desirable Requirements:

In addition, the successful candidate should have:

- Degree in Community Education, Social Work, Teaching or a similar discipline.
- Project management skills, including the ability to work in complex settings with a number of stakeholders.
- Experience of working with children and young people within digital service delivery.
- Ability to create high quality engaging resources including contributing to the CYPSC website.
- An understanding of community learning and development within the youth work sector.

This post is subject to membership of the PVG scheme (Protection of Vulnerable Groups scheme) and satisfactory PVG Scheme records issued by Disclosure Scotland. Where the contents of a PVG Scheme record are not satisfactory, we reserve the right to terminate employment. Candidates will be required to produce original certificates to enable us to verify qualifications.

* Disability is defined as a physical or mental impairment, which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.

Care-experience includes anyone who has ever been looked after in local authority care (for instance if you have been in foster care/kinship care/residential care, or have been looked after at home on a compulsory order).

