



Salvesen Mindroom Centre
support • inform • empower

Title:	Children and young people outreach specialist
Responsible to:	Team Leader, Children and Young People Services
Salary:	£24,344 - £28,700 (pro rata) depending on skills and experience
Location:	Home-based with travel within agreed areas to support children and young people, and occasional travel to our Edinburgh office (frequency to be discussed). We provide a nationwide service and, as such, welcome applications from across Scotland.
Status:	Part time (21 hours) with a potential requirement for minimal weekend/evening work
Supervisory responsibilities:	None

SUPPORT, INFORM, EMPOWER

Three key words that sum up the Salvesen Mindroom Centre.

This is a key role for the organisation, adding a specialist into the team with excellent skills in supporting neurodivergent children and young people, who may have learning difficulties. Knowledge of learning difficulties and neurodiversity is essential, as are excellent communication skills.

We have a close partnership with a team of researchers in the Salvesen Mindroom Research Centre at the University of Edinburgh: ensuring that research translates into practical resources is at the heart of our mission.

Salvesen Mindroom Centre is going through an exciting period of change and growth as we move towards achieving our goal of becoming an internationally recognised centre of excellence in neurodiversity. We aim to help create a world in which no mind is left behind.

Within the organisation, everyone is expected to support each other in a positive way, through a commitment to supportive team working. All staff and volunteers help shape the charity's policy and practice and our team is encouraged to use their creativity and personal skills to help us to develop and grow. We have an active Board of Trustees to assist our work.

The salary is in the range £24,344 - £28,700 (pro rata) depending on skills and experience. We offer 27 days annual leave, plus 8 days public holidays (pro rata). The charity operates a contributory pension scheme to which the employer contribution is currently 5%. There is a mileage allowance for own car use. We have a confidential conversations service in place for all staff, currently provided by Crossreach. We offer flexible working, and TOIL is available when required.

PVG registration is required for this role and the successful applicant will be expected to comply with Salvesen Mindroom Centre's policies and practice, including confidentiality and data protection.

All new employees will be required to successfully complete a 6-month probationary period.

Job Purpose:

To promote the rights of children and young people in accordance with the UNCRC; to provide advocacy and support to neurodivergent children and young people; to ensure that the views of children and young people referred to Salvesen Mindroom Centre are taken into account in decisions that materially affect them; to develop materials and resources suitable for children and young people.

The post will be home-based, providing support to children and young people across Scotland using a mix of in-person and online communication. Travel will be required within agreed areas for direct work with children and young people and occasional travel to our Edinburgh office will be required (frequency to be discussed). The postholder will be required to work flexibly over 3 days to meet the needs of children and young people. The role may include very infrequent weekend working.

Main duties and responsibilities:

- Work with other members of the Direct Help and Support team to identify children and young people with learning difficulties who would benefit from independent advocacy.
- Undertake short-term issue-based advocacy with neurodivergent children and young people, up to age 25.
- Identify the needs of individual children and young people and work towards positive outcomes.
- Work alongside children and young people to create a plan for involvement to address identified issues, developing trusting relationships and promoting positive wellbeing.
- Support children and young people to share their views regarding decisions affecting them and to participate in decision making processes where possible.
- Represent the views of individual children and young people to professionals involved in decision-making about them. This may include attendance at Child

Planning Meetings, Children’s Hearings, Tribunals or other relevant decision-making fora.

- Liaise with parents and carers to empower and support them to promote advocacy on behalf of their children.
- Liaise with professionals to secure positive outcomes for children and young people.
- Develop resources for children and young people.
- Work with the Head of Outreach to contribute to policy responses that materially affect children and young people.
- Maintain casework records in accordance with best practice and to ensure confidentiality is absolute.
- Work in accordance with organisational child protection procedures at all times, promoting the safeguarding and welfare of children and young people.
- Contribute to team development and undertake personal CPD as appropriate.
- Contribute positively to the wider work of Salvesen Mindroom Centre.

Person Specification:

		Essential	Desirable
Education and qualifications	Further qualifications, degree or similar (Relevant working experience will be considered)	X	
	Extensive training and experience in child protection	X	
Experience	Previous experience of independent advocacy and/or Youth Work	X	
	Evidence of successful relationship-building with children and young people and the ability to represent their views, wishes and interests to other significant people	X	
	Experience of working with neurodivergent children and young people, including the use of creative communication techniques	X	
Knowledge	Knowledge and understanding of neurodiversity, including relevant legislation and policy	X	
	Knowledge of non-instructed advocacy		X
	Knowledge or experience of education, health and social care systems	X	

Skills	Excellent communication, organisational skills and time management	X	
	Strong IT and office-based skills	X	
	Ability to introduce/ learn new technological systems		X
Personal Attributes	Ability to be flexible	X	
	Ability to work on own initiative	X	
	Ability to work within a team	X	
	Strong interpersonal skills	X	
	Ability to build effective relationships with colleagues and with a wide range of external stakeholders	X	
Other	Clean driving licence and use of a roadworthy car.	X	
	A satisfactory PVG check (post offer of employment)	X	