

Position: Project Worker - Young Adult Carers (16-25yrs)

Responsible to: Youth and Families Service Manager

Purpose of the Job

To improve the quality of life of young adult carers in South West Edinburgh by providing group support, one to one support, information, advocacy and advice to build young adult carers confidence and self-esteem enabling them to cope better in their role.

Duties

Key Tasks

- Work with young adult carers and their families, on an individual and group basis, using a variety of interventions, to identify needs and to achieve positive outcomes
- Plan and run weekly, evening drop in group sessions. Offering fun, educational, cultural and issue-based sessions, working within a set budget
- Carry out home visits for new referrals
- Work closely with Space Adult Carers service to promote a supported transition when required
- Carry out reporting and administrative duties including maintaining the Young Carers database
- Maintain accurate digital and paper records
- Arrange and accompany carers on day trips and residential trips
- Promote and adhere to the Carers (Scotland) Act 2016

Individual Support

- Produce young carers' statements for 16-18yrs (still in education), and produce young adult carer support plans for 16-25yrs, in both cases responding to individual needs, using services within Space and referring/signposting to external support, services or resources where required
- Work with individuals to prepare person-centred development plans
- Regularly review individual's progress
- Provide written and verbal reports as appropriate
- Assist young carers in articulating their needs and representing their views

Group Work

- Develop innovative and creative ways of bringing young people together during group sessions
- Plan fun and interesting weekly activities, in consultation with the young adult carers, whilst adhering to a budget
- Produce regular written reports on group developments and the progress of individuals
- Support and supervise sessional workers and volunteers within the group

Carer's Rights

- Enable young adult carers to express their needs and wishes by adopting a child/young person-centred approach
- Enable and encourage young adult carers to participate in all aspects of shaping the Space for Young Carers service

- Identify and develop new opportunities for the participation of young adult carers in the delivery of the project
- Encourage young adult carers to influence services provided by other agencies, for example, through the Young Carers Forum

Service Development

- Publicise and raise awareness of the needs of young adult carers and the Young Carers service with relevant organisations, agencies and local media
- Liaise with relevant organisations and agencies to identify young adult carers and enable young carers to access the project and other services
- At all times, in line with Getting it Right for Every Child (GIRFEC), work with statutory and other voluntary organisations to ensure the identified personal outcomes of young adult carers are met
- Participate in regular monitoring and evaluation sessions with the wider team to identify and highlight opportunities to develop service activities
- Support the Service Manager to secure funds for the service

Team Work and Behaviours

- Nurture a culture of kindness through upholding and working towards our values – welcoming, fun, creative, bold and trustworthy.
- Be a role model for staff and stakeholders
- Effectively communicate, engage and inspire staff across the projects, and foster collaboration and team work throughout the organisation, including involvement in staff meetings
- Continuously monitor your area of responsibility and identify areas for improvement and organisational learning
- Undertake activities that will allow Space to respond to opportunities that arise from additional funding, service trials or pilots and other innovative projects
- Work as part of the wider team to ensure services are delivered effectively to ensure the organisation's remit is carried out with regard to statutory commitments and best practice
- To fulfil organisational requirements in relation to receiving training and practice development, and to develop individual and team skills
- Adhere to Space policies and procedures, legislative and ethical requirements
- Use internal and external communication systems to good effect
- Take part in the induction of new staff
- Understand fully the requirement for confidentiality in your work, balanced with data sharing with suppliers, stakeholders and others, being aware of GDPR.
- Show care for the work environment

Line Management, Support and Supervision

- Report to Service Manager on a weekly basis and undertake regular support & supervision.
- Provide regular support & supervision to sessional workers and volunteers within Young Adult Carers

PERSON SPECIFICATION

Essential skills and experience needed for this post
A minimum requirement of 3 years' experience working with children and young people, including individual and group work.
Experience of working with children and young people, as individuals and in groups, and working towards and achieving positive outcomes in a way which assesses need, addresses issues and is imaginative and empowering to young people.
Have a creative and innovative approach to delivering fun, interesting and educational group activities whilst adhering to a strict budget
Ability to form appropriate relationships with children and young people aged from 5 to 25.
Sound understanding of, and sensitive approach towards, the situations, needs and difficulties faced by children and young people.
An understanding of the issues faced by young carers.
Some knowledge and experience of the way statutory and voluntary agencies are organised and some understanding of current community care policies.
Experience of linking in with agencies in the statutory and voluntary sector.
Ability to use own initiative and organise workload efficiently to meet deadlines
An approach to work which is positive, flexible and reflects a commitment to the rights of children and young people.
Excellent (English) written, verbal and non-verbal communication skills
Ability to write progress reports and keep appropriate records of work with individuals and groups of young people.
Understanding of, and commitment to, the promotion of equal opportunities.
Fully competent and comfortable with the use of Microsoft Office software (Word, Excel, PowerPoint, Outlook, Teams). Knowledge of smartphone communication apps such as Zoom & Whatsapp would also be advantageous.
The ability to share specialist knowledge for the development of colleagues.
Desirable skills and experience needed for this post
A relevant professional qualification in social work, youth work, community education, childcare or other relevant qualification.
Experience of working in the Voluntary Sector
Experience of reporting to funders
Supporting staff and volunteers in a group work environment
A current driving licence and access to a car for business use