[](http://www.aberdeenfoyer.com)

**Job Pack**

**Housing Development Coach (Aberdeen)**

## **About Aberdeen Foyer**

## The Foyer’s vision is for everyone to have a safe place to call home and what they need to thrive. We are on a mission to end poverty and prevent youth homelessness. We do this by supporting young people and adults across Northeast Scotland **discover** their potential, transform their lives, and shape their own positive futures**.** We offer joined up support for people to make real and lasting change in their lives by:

* providing young people who are homeless or at risk a safe place to stay
* supporting people who are unemployed to learn new skills and move into work
* engaging people through education and learning opportunities
* supporting positive mental health and wellbeing

**Our Values**

At the Foyer we value seeing the person and their potential, building trusting relationships based on honesty, compassion, and respect. We value curiosity and a drive to learn as well as commitment to go the extra mile and never give up.

**About Foyer Housing**

Every young person needs a safe place to call home and the time to develop skills that enable them to live independently. As a foyer, we adopt an advantaged thinking lens to supporting young people ensuring they have access to safe, affordable accommodation and a space to learn the skills and nurture connections needed to help them thrive.

**About the Development Coach Role**

The role involves working as part of a team and managing a caseload of young people aged between 16 and 25 who have recently experienced or been at risk of homelessness to manage their tenancy, live independently and access the resources they need to thrive. The role supports young people to move in, develop and move on to a safe place to call home in the local community.

You will be based in Trinity Court which offers 27 individual tenancies in the centre of Aberdeen and may require outreach work across the city.

The job is varied and calls for good organisational skills and flexibility. On an average day you could be cleaning and preparing a flat for a young person to take up tenancy through to supporting someone navigate their benefits, set up a bank account, handle their mental health needs, supporting development of practical skills – shopping, cleaning, managing bills, support with a CV or attend a team meeting.

The role involves getting alongside each young person supporting them to work through any immediate and/or ongoing challenges they are facing such as mental wellbeing, substance use, relationships.

Using culturally appropriate language and engagement methods adapted to their interests and aspirations the role enables each young person to feel comfortable and safe being themselves, find what they are good at and how to articulate this ensuring they feel in control of decisions that affect them and have their voice heard.

By building trust, Development Coaches will gradually support each young person to think about their future and how they will get there and to co-create their Plan over several sessions, using practical youth centred approaches and tools, working one to one with them, taking time to listen and build relationships. Coaches need to be able to motivate young people access opportunities that enable them to achieve their ambitions around employment, training, education, and volunteering – drawing on local community assets, employers, college, universities, and wider foyer and third sector resources.

You will work with each young person to regularly review their support and be able to assist them identify and coordinate changes or additional activities and actions that enables them to achieve their goals.

The role also requires engaging with young people in learning which develops their tenancy management skills and awareness of their tenant rights and responsibilities as well as working closely with e.g. DWP and Aberdeen City Council, to maximise income, arrange housing benefit and develop budgeting skills.

To understand each young person’s progress and the difference we are making, the role requires administration and collection of data, recording and reporting. Data is used to support young people track their own progress, service improvement and reporting purposes.

You will be responsible for working as part of a team to ensure that the supported accommodation provided forThe effective cleaning and turnover of these flats is paramount to ensuring that young people are housed quickly and effectively when faced with a housing crisis and potential homelessness. young people is safe, secure, and clean.

**About you**

The Foyer team needs someone who:

* enjoys working with young people and believes in them as individuals; is interested in listening and passionate about building and sustaining relationships, understanding the impact of previous trauma and ACE’s
* is empathetic and an excellent communicator using appropriate tone and use of language (verbal and written)
* enjoys collaboration and teamwork, is flexible, solutions focused
* remains calm and demonstrates initiative when faced with challenging situations
* is motivated, organised and comfortable working both autonomously and as part of the wider team.

## **Benefits of Working at the Foyer**

We offer 20 days annual leave plus 12 public holidays rising to a cumulative 37 days with continued service and a contributary company pension. Where possible we offer flexible working and family friendly practices.

We are very proud to be both a Living Wage and a Disability Confident accredited employer. We value our employee’s wellbeing and offer a Cycle to Work scheme, a monthly Wellbeing Hour and a confidential Employee Assistance Programme which is open to employees and their friends and family.

We value curiosity and all posts have access to structured induction and ongoing training and learning opportunities that can support continuous professional development. Where appropriate mentoring, peer support network and coaching may also be available.

**Recruitment Process**

**To apply,** please submit your CV along with an accompanying cover letter (no more than 2 pages) that gives us a fuller understanding of what interests you about this position and how your experience and skills link to the role to: [Recruitment@aberdeenfoyer.com](mailto:Recruitment@aberdeenfoyer.com)

Our people are our greatest assets. #TeamFoyer provide a safe space for our employees, where everyone can be themselves and feel comfortable bringing their whole self to work.

The Foyer embraces and celebrates diversity and equal opportunity for all. We want to find the best people for the job, ensuring inclusion, diversity and difference is always at the very heart of what we do. We recognise the value a diverse workforce brings to the way we work and the difference we make to the people we support. We are committed to promoting the human rights and dignity of each human being, including equality of opportunity inclusive of sexual orientation, gender or transgender identity, race, colour, age, national origin, disability, religion or belief and socio-economic status, protected veteran status, or other characteristics in accordance with the relevant governing laws.

For those who are suitably qualified, and care experienced, we offer guaranteed interviews.

This role is subject to holding appropriate PVG Registration and will require a disclosure check which we will arrange with you if successful.

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| Application Closing Date: | **5pm Monday 28th February** | Submit your CV and Covering letter to[**recruitment@aberdeenfoyer.com**](mailto:recruitment@aberdeenfoyer.com) |
| Interview Dates: | **To be confirmed** | Will be held online via Microsoft Teams – details will be shared should you be invited to interview |

For more information and/or to discuss the role in more detail, please contact **Claire Paterson, Team Leader** by emailing her at[**clairep@aberdeenfoyer.com**](mailto:clairep@aberdeenfoyer.com )

**We look forward to receiving your application!**