

Position: Project Worker – People’s Health and Emotional Wellbeing (PHEW)

Responsible to: Mental Health Therapy Manager

Purpose of the Job

- To improve the quality of life of young people age 18-26yrs in South West Edinburgh through providing group and one to one support, information, and advice to build young people’s confidence, self-esteem, and coping strategies.

Key Duties

- Facilitate a weekly group co-designing, planning, and delivering recreational and educational activities to group members using a youth work approach.
- Provide individual, one to one support for young people age 18-26yrs who are part of the PHEW project, creating a supportive and safe environment.
- Consult with the group of young people about the annual programme of activities. Plan, implement and deliver the annual programme within a group setting.
- Undertake the assessment of individual young persons to evaluate their suitability for support within the remit of the service. Refer young people on to other agencies where necessary.
- Attend and contribute at weekly referral group meetings with partners.
- Manage waiting lists of young people waiting to join the group.
- Form and maintain safe and emotionally containing relationships with young people.
- Encourage young people to access counselling or other support that may benefit them, where appropriate.
- Liaise with the wider Youth & Families team, attending monthly team meetings to discuss referrals and strategic developments for the project.
- Work with the management team to safeguard vulnerable young people within the project.
- Write reports where necessary within the casework.
- Participate in the regular monitoring and evaluation of the service and its work, and highlight ideas or opportunities to develop the monitoring and evaluation framework.
- Maintain confidential records e.g. service enquiries, individuals records, management information, training and evaluation records
- Be fully conversant with the principles of GIRFEC and their application in practice
- Ensure that your professional knowledge and your practice meet the highest standard
- Ensure you keep abreast of current research and practice development, identifying relevant issues

Team work & Behaviours

- Effectively communicate, engage and inspire staff across the projects, and foster collaboration and team work throughout the organisation
- Work to Space and sector legislative, ethical, policy and procedural requirements
- Understand the requirement for confidentiality in our work
- Care for the work environment to promote effective and harmonious working
- Nurture a culture of kindness; upholding the integrity of Space and living our values – welcoming, fun, creative, bold and trustworthy.

- Continuously monitor your area of responsibility and identify areas for improvement and organisational learning.
- Undertake relevant Continuing Professional Development and training

Line Management, Support and Supervision

- Report to line manager on a weekly basis and undertake regular support & supervision
- Undertake regular external supervision to discuss casework and ethical dilemmas
- Provide support and supervision for sessional staff and volunteers within the PHEW project

PERSON SPECIFICATION

Skills and experience required for this post	
A relevant professional qualification in social work, youth work, community education, childcare or other relevant qualification.	Essential
A minimum 3 years' experience working with young people and/or young adults, including experience of delivering individual and group work	Essential
Experience of assessing young people's needs using a variety of person centred assessment tools and tracking progress within a youth work setting	Essential
Knowledge of processes for protecting vulnerable people	Essential
Ability to form and maintain appropriate and safe relationships with young people and young adults, setting clear boundaries	Essential
Sound understanding of, and sensitive approach towards, the situations, needs and difficulties faced by young people and young adults and have	Essential
Familiar with a youth work approach and ability to apply this approach within a group and individual settings.	Essential
Some knowledge and experience of the way statutory and voluntary agencies are organised.	Essential
Ability to use own initiative, organising own work efficiently	Essential
Be a team player, showing positivity, flexibility, adaptability and a willingness to learn & share specialist knowledge	Essential
Excellent English communications skills – listening, writing and speaking	Essential
Experience of writing progress reports and keeping appropriate case records	Essential
Competent in the use of Microsoft Office (Word, Excel, PowerPoint, Outlook, Teams).	Essential
Experience of providing support and supervision to staff and/or volunteers	Desirable
Experience of reporting to funders	Desirable
Aware of the recovery model of mental health and the CHIME framework	Desirable
A current driving licence and access to a car for business use	Desirable
Values and attributes	
Have excellent interpersonal skills and confidence to naturally form relationships with a range of people of all ages and walks of life	Essential
Be prepared to live our values and nurture a culture of compassion and kindness	Essential
Be patient and respectful of all people, whatever their background	Essential
Have appreciation for the impact of, and desire to work in, the Voluntary Sector	Essential