

rock trust

ENDING YOUTH HOMELESSNESS

Job Pack



hello@rocktrust.org



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rocktrust.org



@RockTrust

Who we are

We are Rock Trust and our vision is an end to youth homelessness in Scotland

For 30 years we have been working to prevent youth homelessness and to support young people to build better futures.

We aim to ensure that every young person in Scotland has access to expert youth specific services to assist them to avoid, survive and move on from homelessness. We work to ensure that the public, policy makers, commissioners and practitioners understand the issues, make decisions and take action which will help us to end youth homelessness.



Over 600 young people supported last year

Now working in Perth, Fife, Glasgow, East Lothian, West Lothian and Edinburgh

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As well as providing routes away from homelessness and into secure housing options, we also support young people with their mental health, employability and independent living skills.

Every young person is different and no single version of support is appropriate for every person.

We want to prevent young people experiencing homelessness at all, but where this isn't possible, we're determined to make sure that any experiences of homelessness are brief and non-recurring.

Kate, CEO



Kate Polson
Chief Executive

Life at Rock Trust

Safety Fairness Respect Positivity

These are Rock Trust's values and they exist for our staff, volunteers and the young people we work with. They underpin everything we do, including how we measure success and reflect on our work.

When we interview new potential colleagues we always ask them to talk to us about these values and their personal relationship to them. This really helps us get to know people, and see how they might fit into Rock Trust. Crucially, we've had feedback that it also helps break the ice and show people what working at Rock Trust is like because of what is important to us.



I love building and nurturing relationships to allow young people to feel safe and heard, it's a privilege and honour to support them.

Each day I'm growing and learning and always feel supported by my colleagues around me who are brimming with knowledge, empathy and compassion.

Caitlin, Art therapist



I've always had an urge to help save the world, and working at Rock Trust scratches that itch!

They put so much emphasis on their own evolution, and as a member of the Equalities Group, I get to help guide that change.

Chris, Support Assistant



What we can offer

We pride ourselves on being an inclusive and welcoming organisation, building on everyone's strengths, and working together. By investing in and supporting our teams we can get the best outcomes for the young people who need us.

Talent Development. Colleagues are encouraged to become leaders and to grow and develop

Core and individual training opportunities

Employer Pension Contributions

Employee Assistance Programme (EAP)

£50 eye care voucher every 2 years

Benefits Platform with access to online discounts and freebies

Interest free season ticket loans

Enhanced Maternity, Paternity and Adoption Leave

Life Assurance of 3 x your annual salary

Annual Leave purchase scheme - opportunity to buy an additional 5 days Annual Leave

Flexitime

A funded Social Committee responsible for organising social activities for everyone

Cycle to work scheme



Flexible working with a healthy mix of time at home and in the office has allowed me to fit my part-time hours around the children's school day.

It's really made all the difference to my work / life balance.

Pete, Management Accountant

Our teams

- Senior Management Team
- People and Business Support Team
- Finance Team
- Services | East and South Teams
- Services | West and North Teams
- Services | Youth Development Team
- Properties and Facilities Team
- Communications and Fundraising Team
- A Way Home Scotland Coalition

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Rock Trust haven't just supported me to develop in my role, they've helped me through a bereavement, through a pandemic (!), and through starting my own family.

They understand that work is just one part of life and everyone is dealing with different things.

Maddy - Communications & Fundraising Manager

Job Description

Project Worker – Bedrock West Lothian

Contract: 1 x Full-Time (36.25 hours per week) fixed term contract to 30th Sept 2023 - post will be subject to further funding thereafter

Grade: 3

Salary: £23,141 - £27,550 per annum (depending on experience)

Location: Geddes House, Kirkton North, Livingston

The Post:

The Project Worker role provides an opportunity to be part of Rock Trust's well established Supported Accommodation Project, supporting homeless and care experienced young people to develop independent living skills and transition to permanent accommodation.

We are looking for an enthusiastic and motivated individual who will be responsible for:

- Building trusting relationships with young people
- Developing high quality support plans alongside young people
- Providing emotional, social and practical support to assist young people to develop independent living skills
- Maintaining Rock Trust properties to a high standard
- Working in a psychologically and trauma informed manner

Rock Trust has four core values: Safety, Positivity, Respect and Fairness. If you hold these values and are passionate about supporting young people to achieve their full potential and move on from homelessness, then please get in touch.

Reporting to:

Services Manager

Job Description

Key Responsibilities

Service Delivery & Development:

- To be responsible for the direct provision of practical, personal/emotional, social and intellectual support to service users.
- To assess service users' skills and abilities and to work in a client centred way to produce care plans, based on need (these being regularly reviewed).
- To participate in the "on call" rota in accordance with agreed guidelines.
- To advocate, where appropriate, on behalf of the service users in dealings with all relevant external agencies.
- To participate in the referral, selection and placement process to ensure that all available places are filled appropriately and promptly.
- To contribute to achieving the agreed standards of service and targets reflecting the aims and objectives of Rock Trust, service level agreements or guidelines provided by statutory and regulatory authorities.
- To ensure a thorough awareness, application and adherence of organisational policy and to contribute to the adoption and promotion of good practice, these being reviewed on a regular basis.
- To approach all aspects of the project in a psychologically and trauma informed manner, adopting a 'whatever it takes' attitude.
- To line manage and provide formal and informal support to allocated staff, sessional staff and/or volunteers. This will include individual supervision sessions and participation in annual appraisals.
- To support, encourage and lead other team members in achieving the objectives of the Rock Trust and the provision and development of supported accommodation services.

Resource Management:

- To ensure that all necessary unit repairs, and tasks involved in attaining health and safety requirements, are dealt with as quickly and efficiently as possible.
- To ensure a safe environment within properties used by Rock Trust.

Service Development:

- To participate in the gathering and processing of relevant statistical information to evaluate the effectiveness of the service and the demands being made of it.
- To participate fully in regular reviews of the services provided and work with the Service Manager to enhance existing services and develop new initiatives.

Person Specification

Essential

- A practice qualification recognised by the SSSC for supervisors in a housing support service, or willingness to work towards one within SSSC conditional registration timescale.

Plus

A supervisory qualification recognised by the SSSC, or willingness to work towards one within SSSC conditional timescales.

- Knowledge of homelessness, mental health and isolation issues.
- Experience of working with socially excluded young people.
- Working knowledge of person-centred practice.
- Knowledge of psychologically and/or trauma informed practice.
- Excellent communicator- verbal and written.
- Ability to work on own and in a team and to use initiative.
- Ability/willingness to learn new skills.
- Professional in attitude, behaviour and practice.
- Ability to enable personal growth in young people.
- Problem assessment and problem-solving skills.
- Current IT skills.
- Ability to form effective partnerships with external agencies.
- Highly motivated, flexible, adaptable, and enthusiastic.
- Non Judgmental in attitude.
- Full UK driving license and access to a car.
- Willingness to participate in the 1st tier on call service.

Desirable

- Knowledge of supporting looked after children and young people.
- Advocacy work on behalf of young people.

How to apply...

Please submit a CV and Cover Letter

- Your cover letter should contain the same information as a personal statement - why have you applied, what can you bring to the role and how does your skill set meet what we're looking for, as set out in the job description / person specification
- Your CV should contain contact details, full job history – with gaps explained, qualifications, and references
- Please also complete an Equal Opportunities and Criminal Convictions Declaration form
- Submit your documents via the appropriate vacancy portal link on our website

If you don't have a CV, please fill out an application form instead.

We will review applications daily and will be in touch as soon as possible if we'd like to invite you for interview. If you would like to speak to someone about the role in more detail, or if you face any obstacles to completing an application, please get in touch.

[Application Form](#)

[Equal Opportunities Form](#)

[Criminal Convictions Declaration](#)

www.rocktrust.org/vacancies



Good Luck!