

**Job Description**

**Job Title:** SeniorPractitioner

**Service:** Accommodation Services

**Location:** 2 Cranston Street, Edinburgh EH8 8BE

**Reporting to:** Head of Services

**The Role:**

The role of Senior Practitioner is vital to help us achieve our aim of ensuring everyone has a home, a place in their community and a network of positive relationships that support them to build the life they want.

Senior Practitioners undertake the day to day running of the service, supporting a team of Practitioners in developing relationships, often with people who have experienced a great deal of adversity and trauma and for whom having trust in others can be difficult. Senior Practitioners use their skills in coaching and motivating to help Practitioners recognise their own strengths and work with them to build their confidence, resilience and motivation to undertake their role to the highest quality.

Alongside supporting staff, Senior Practitioners are part of the team and working directly with people using services and supervising the support they receive from Practitioners, which will ensure people can create a home and be included in their community.

Senior Practitioners are tasked with gathering and evaluating feedback and any complaints, data entry and monitoring the quality of the data recorded on our systems by Practitioners and preparing quantitative and qualitative data reports regularly to demonstrate the impact of the service and highlight improvements required.

The Senior Practitioner will also, undertake all tasks necessary to ensure the continued smooth running of services, including, but not limited to, managing absence, rotas, completion of reports, referrals, case closures and complaints.

The Senior Practitioner will be part of an on-call rota providing overnight support to all the accommodation and community support services. This will include coverage for an absent worker should there be no other staff available to cover the shift or attend a service with a significant incident, accident, or building issue. An allowance will be paid with any worked hours of the on-call period paid with time off in lieu.

Senior Practitioner will be responsible for the application of all H&S policies and procedures and liaising with maintenance companies to resolve building issues.

**To be a Senior Practitioner within Four Square, you will need:**

* To be a role model for the team in the application of Four Square values;
* Ensures Practitioners adhere to the SSSC Codes of Practice;
* Delivers the services in line with the Care Inspectorates Health and Social Care Standards;
* Demonstrate excellent interpersonal skills with people who use our services, colleagues and partners;
* Provides regular support, supervision and appraisal to the team;
* Supports social work students on placement acting as the Link Worker;
* Has a good understanding of supporting young people impacted by homelessness, trauma and adversity and ensures that the service and individual support is delivered to help young people recover from their experiences;
* Values and prioritises participation of the young people in the development of the service and wider work of the charity;
* Ensures the team stays up to date with current research and policy developments and works with the Head of Services to integrate these into practices;
* Can establish clear professional boundaries with the people we support and supports the team to demonstrate the same professionalism;
* Has a commitment to strengths based practice, delivering the service in a trauma-informed and person centred way;
* Has a commitment to their learning and development and putting this into practice and encourages the team to do the same;
* Is a reflective practitioner and an active participant in regular reflective practice group supervision;
* Has a commitment to working in partnership with other organisations and professionals to support young people and;
* Is engage in the wider work of the charity enabling staff to participate in the delivery of the strategic plan.
* A commitment to individual supervision and appraisal processes and motivated to action the personal development plan;
* To provide staff with regular casework review meetings to ensure people are receiving the service stated to them and monitoring of caseloads;
* Ensure services’ meet and aim to exceed the standards set down by the Organisation and funders;
* Maintains membership of regulatory bodies required of the role and shows application of the codes and standards to their practice;
* Demonstrates leadership skills and is an active participant of the wider management team;
* Has sound decision making skills, understanding where they need to consult others before acting;
* Deputises for the Head of Services in their absence undertaking tasks which ensure the smooth running of service;
* Demonstrates resilience, honesty, integrity, trustworthiness and is respectful to all – colleagues, people they support, partners, commissioners etc and always encourages this in the staff team and is;
* Committed to excellence and engages in improvement plans for the service or wider Organisation.

**Requirements:**

* SVQ 4 as a minimum or be working towards this qualification in a related subject that allows registration with SSSC as a supervisor;
* To comply always with Four Square’s Code of Conduct, together with its policies and procedures with regards to the maintenance of professional relationships between colleagues, the People We Work With and external organisations;
* To adhere to Four Square’s policy on Equality, Diversity and Inclusion when working with colleagues, the people we support and all external organisations;
* To adhere to and maintain all Health and Safety standards;
* To work in accordance with Four Square’s core values and mission statement.
* To undertake any other reasonable duties as directed (including providing cover for colleagues, as directed);

**What we offer all our employees:**

* 35 days annual leave entitlement rising to 40 days upon completion of 5 years' service.
* Unlimited Access to an Employee Assistance Program
* 15% EFI Shop discount
* Enhanced sick pay (depending on the length of services)
* Pension scheme
* Closed market offers and discounts through our HR System
* Wellbeing events

**Terms & Conditions:**

* Working 35 hours per week, flexibly between Monday to Sunday to ensure the services meet their contractual requirements;
* £31,003 per annum;