

# JOB DESCRIPTION

## Children & Young Persons Worker - Full Time

As part of a team, you will be passionate about working in line with our core values to grow a culture of safety, honesty, and empowerment.

We are committed to having the right people in the right positions at the right time and as such you will share our values and be passionate about making a difference as you support women through a very challenging time in their lives. This role focusses on offering practical and emotional support to children and young people who have experienced domestic abuse. Support is offered to children and young people who are living in our safe accommodation and on an outreach capacity. A critical part of the role also includes providing groupwork and childcare support to enable women to attend our recovery focussed programmes.

We believe that your character and values are what will enable you to be a good fit in the organisation and team. Competence is also important, and you will have at least 2 years of experience in a role where you have supported vulnerable children and young people.

You will also hold an SVQ 3 Social Services (Children & Young People) or equivalent.

### RELEVANT INFORMATION

This job description cannot cover every issue or task that may arise within the scope of the post. The post-holder will be expected to carry out other duties from time to time which are broadly consistent with the duties as detailed above.

The above post is subject to a successful application to the PVG scheme membership to carry out regulated work with adults and children. Women only (including trans women) need apply for this post under paragraph 1 of Schedule 9 of the Equality Act 2010.

Post holders should have a commitment to the gendered analysis of domestic abuse.

Responsible To: Services Manager

Salary: £25,969 full time (35 hours per week Monday to Friday within office hours) plus 4% pension. Participation in an out of hours on-call rota is required approximately once per 6-7 weeks which is paid at an additional rate.

Work Base: Livingston West Lothian although travel throughout West Lothian is required.

This role involves travel across West Lothian therefore you must be a driver with access to your own vehicle.

# SUMMARY OF DUTIES

- To listen to and provide support to children and young people with experience of domestic abuse in a one to one and group setting using a person-centred approach.
- Supporting children and young people can include working with issues such as sexual, emotional and/or physical abuse; sexuality; racism, termination of pregnancy and child sexual abuse.
- Work with children and young people using the service to develop, implement and review support plans.
- To advocate on behalf of children and young people with experience of domestic abuse on an individual and group basis.
- To organise and deliver out of school and school holiday activities for children and young people engaging with our services.
- To organise and support the childcare requirements associated with our women's group support programmes.
- To safeguard children and young people in our services and to take a lead role in liaising with social work and other agencies in relation to children protection concerns.
- To develop links with appropriate agencies and work in partnership with them to ensure the diverse needs of children and young people using the service are met.
- To actively promote the support service for children and young people.
- To understand and practice in line with a feminist analysis of domestic abuse.
- To consult with and involve children and young people in making decisions about themselves and the development of the service.
- To work collaboratively with the women's support workers and to support mothers and their children.
- To gather and develop resources to facilitate work with children and young people.
- To lead in the evaluation of West Lothian Women's Aid children's and young people's support service.
- To participate in learning and development events and to keep up to date with relevant legislation and practice.
- To participate in WLWA's events and meetings.
- To follow WLWA's policies and procedures and to uphold the core values of safety, honesty and empowerment in all that you do.
- To carry out tasks which help maintain the smooth running of the temporary accommodation provided by West Lothian Women's Aid.
- To participate in on-call responsibilities out with office hours on a rota basis as and when required.

# PERSON SPECIFICATION

These will be assessed via the application form, the interview process and through various additional activities as part of the recruitment and selection process.

<u>KNOWLEDGE</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
KNOWLEDGE AND UNDERSTANDING OF DOMESTIC ABUSE ISSUES AND THE IMPACT ON CHILDREN AND YOUNG PEOPLE		Y
KNOWLEDGE AND UNDERSTANDING OF CHILD PROTECTION REGULATION		Y
KNOWLEDGE AND UNDERSTANDING OF AND A COMMITMENT TO THE FEMINIST ANALYSIS OF DOMESTIC ABUSE		Y
KNOWLEDGE OF CHILD DEVELOPMENT AND TRAUMA INFORMED PRACTICE	Y	
KNOWLEDGE OF GIRFEC AND SHANNARI INDICATORS	Y	
<u>SKILLS</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
ABILITY TO COMMUNICATE CLEARLY AND EFFECTIVELY IN WRITING AND ORALLY	Y	
ABILITY TO PLAN, PRIORITISE WORKLOAD AND WORK INDEPENDENTLY	Y	
ABILITY TO ACTIVELY LISTEN TO OTHERS	Y	
ABILITY TO CHALLENGE OTHERS CONSTRUCTIVELY	Y	
ABILITY TO WORK WELL WITH OTHERS AND KEEP CALM UNDER PRESSURE	Y	
ICT LITERATE (MINIMUM: ABLE TO USE OUTLOOK / OUTLOOK EXPRESS, CONDUCT AN INTERNET SEARCH AND USE WEBMAIL, AND USE WORD, EXCEL AND OTHER STANDARD OFFICE PACKAGES)	Y	
AN ABILITY TO PREPARE AND WRITE CASE NOTES AND REPORTS TO A HIGH STANDARD	Y	
YOU MUST HAVE ONE OF THE FOLLOWING QUALIFICATIONS OR AN EQUIVALENT: <ul style="list-style-type: none"> <li>• SVQ 3 SOCIAL SERVICES (CHILDREN &amp; YOUNG PEOPLE) AT SCQE LEVEL 7</li> <li>• HNC EARLY EDUCATION &amp; CHILDCARE</li> <li>• SVQ 3 PLAYWORK (AT SCQF LEVEL 7)</li> <li>• BA (HONS) SOCIAL WORK (OR EQUIVALENT)</li> <li>• DEGREE OR DIPLOMA IN COMMUNITY EDUCATION OR EQUIVALENT AS RECOGNISED BY THE STANDARDS COUNCIL FOR COMMUNITY LEARNING AND DEVELOPMENT FOR SCOTLAND APPROVALS COMMITTEE</li> <li>• A QUALIFICATION MEETING THE REGISTRATION REQUIREMENTS OF THE GENERAL TEACHING COUNCIL FOR SCOTLAND, NURSING AND MIDWIFERY COUNCIL, GENERAL MEDICAL COUNCIL OR BY THE HEALTH AND CARE PROFESSIONS COUNCIL</li> </ul>	Y	
DRIVERS LICENCE AND ACCESS TO CAR	Y	
<u>EXPERIENCE</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
AT LEAST 2 YEARS OF EXPERIENCE OF WORKING / ENGAGING WITH VULNERABLE CHILDREN AND YOUNG PEOPLE	Y	
EXPERIENCE OF PROVIDING EMOTIONAL ONE TO ONE SUPPORT TO CHILDREN AND YOUNG PEOPLE	Y	
EXPERIENCE OF AND COMMITMENT TO BUILDING AND WORKING IN PARTNERSHIP WITH OTHER AGENCIES AND STAKEHOLDERS TO ENSURE SUCCESSFUL DELIVERY OF THE SERVICE	Y	



West Lothian Women's Aid is a Scottish Charitable Incorporated Organisation.

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