

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>CYP Support Worker</b>
<b>RESPONSIBLE TO:</b>	<b>Operational Manager</b>
<b>SALARY:</b>	<b>£28,428.24 (SPC 27)</b>
<b>HOURS:</b>	<b>35 hours per week</b>
<b>CONTRACT:</b>	<b>Permanent contract (subject to funding)</b>
<b>HOLIDAY ENTITLEMENT:</b>	<b>26 days annual leave plus 10 public holidays</b>

### **MINIMUM QUALIFICATION**

<b>REQUIREMENT:</b>	<b>HNC Childhood Practice (SCQF 7) or SVQ Social Services Children and Young People (SCQF Level 7)</b>
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*This role is subject to Adult and Child PVG scheme membership.*

### **Job Purpose:**

The role of the CYP Support Worker is to offer support to children and young people (CYP) who are experiencing or have experienced domestic abuse. This work also extends to working with women for the benefit of any children and/or young people.

### **Main Duties:**

- **Children's Work**
  - To work with children and young people (CYP), aged 0 – 18.
  - To be able to identify the needs of CYP who have been in an abusive situation and develop a care plan to address these.
  - To work in a non-judgemental, non-competitive and non-violent manner.
  - To ensure CYP are listened to and that their needs and rights are recognised and met.
  - To develop a range of innovative ways for CYP to access support.
  - To ensure that the general physical and emotional well-being of the individual CYP is met through providing a range of one-to-one and/or group activities.
  - To combat isolation whilst in refuge by organising events and encouraging CYP to participate in local activities.
  - To continue to develop the child-centred approach to services within Edinburgh Women's Aid.
  - To provide an ongoing support to CYP when moving into new home.
  - To develop and contribute to outreach and drop-in service including out of hours services.
  - To work within the regulatory requirements of all relevant bodies.

○ **Family Work**

- To support and provide information to women regarding the development and behaviour of CYP and involve them in any planned intervention regarding their children.
- To support mothers in identifying and securing suitable provision for CYP in refuge, e.g. nursery, education.
- To provide advice and training on parenting skills on a one-to-one basis and within a group work setting.

○ **Administrative Tasks**

- To keep clear and comprehensive records and case plans and be responsible for maintaining office systems of records, administration, e.g. writing letters, records of work.
- To write clear and concise reports for agencies as required, e.g. Children's Hearings.
- To facilitate an information and resource exchange and offer mutual support with other workers and agencies.

**Other Duties\*:**

- To promote and adhere to the aims and objectives of the organisation.
- To attend and participate in multi-agency meetings and Case Conferences.
- To be able to identify issues and adhere to Edinburgh Women's Aid's child protection policy.
- To attend supervision sessions and team meetings.
- In conjunction with other workers, to provide training and talks to individuals, voluntary and statutory agencies on issues relating to domestic abuse.
- To develop children and young person's work in line with the wider organisational developments, legislative changes and recognition of changing needs.
- To liaise with all relevant agencies.
- To liaise with all Women's Aid workers and joint work cases where appropriate.
- To undertake training as necessary.

**\*Please note – some evening and weekend work will be essential.**

**Person Specification\*\*:**

**Essential Requirements:**

- Recognised qualification for working with children and young people (CYP), e.g. HNC Childhood Practice, Social Services Children and Young People, Social Work, Community Education, NNEB.
- Be registered or be eligible to register with the SSSC.
- Two years' experience of working with children and young people.
- A clear understanding of domestic abuse and the effect this has on CYP.
- Knowledge and experience of Child Protection issues.

- Knowledge and understanding of care commission regulations and National standards of care for CYP.
- Knowledge of methods of intervention required to address the consequences of abusive family life.
- Ability to work within and develop a range of innovative methods of reaching CYP.
- Ability to advocate for CYP.
- Ability to write reports and keep records to an acceptable standard.
- Work within the ethos of a feminist analysis of abuse.
- Ability to work effectively within a team and also on own initiative.
- Ability to communicate effectively with multi-agency groups.
- Experience of group work, pre-school and school age children/young people.
- Ability to work out with normal working hours.
- Ability to work in stressful situations.
- Computer literate.

**Desirable Requirements:**

- Ability to give presentations and speak in public to both adults and CYP.
- First Aid certificate.
- Driving Licence.
- Access to own transport.

\*\* Because the position involves substantial amounts of lone working, candidates will need good mobility and the ability to transport infants and young children safely. You will need sight, hearing and speech levels of a standard enabling you to communicate with infants and younger children.

Women only need apply under Schedule 9 (Part 1) of the Equality Act 2010

Edinburgh Women's Aid is an Equal Opportunities Employer and welcomes applications from all sections of the community.

Company No: SC237521

Registered Charity No: SC028301