

Job Title: Sessional Justice Support Worker

Service: South Lanarkshire Justice Outreach Services

Responsible To: Service Team Leader/Service Manager

Supervisory Responsibility: The Sessional role-holder has no supervisory responsibility.

Sacro's Vision: *Scotland will be a place of safety, inclusiveness, and wellbeing for everyone.*

Sacro's Mission: *To deliver life changing services that empower people, give hope and protection, and help to build safe communities.*

Overall Purpose of the Sessional Role

This post will assist in the provision of Sacro's Community Justice Services by delivering direct services to individuals who are going through the Justice process and rehabilitating into the community. You will be responsible for providing support to assist people to comply with statutory and non-statutory court disposals, who may require supports to access local services aimed at helping them to address needs, that may have contributed to them becoming involved in offending behaviour.

Main Duties and Responsibilities

- Working directly with people who are involved in the justice system.
- Conform to developed protocols for shared assessment and information sharing.
- Carry out the day-to-day delivery of support provision as required within agreed plans, in this case the delivery of an individualised support plan.
- Ensure there is appropriate follow up of service users who do not respond to appointments.
- Liaise and work closely with other service-related agencies and partners as appropriate.
- Ensure that standards relating to confidentiality are adhered to at all times in line with Sacro policies and procedures.
- Maintain appropriate records, including case files, as required.
- Assist in the monitoring and reviewing of service users' progress and report as required to line manager.
- Undertake any other appropriate task that Sacro requires.
- Carry out all duties in accordance with Sacro policies and procedures.
- To support service users to attend recovery meetings and access recovery support.

General Responsibilities

- To establish and maintain appropriate referral and information systems, records and case files, as required.
- To carry out all duties in accordance with Sacro policies and procedures.
- To contribute to the development and promotion of the organisation and its services.
- To participate in training events and other professional activities as required.
- A full commitment and responsibility to actively promote equality, diversity, rights and responsibilities underpinning all aspects of this role.
- Contribute to the development and effectiveness of work teams.
- Contribute to the development and promotion of the agency and its services.

Other

Sacro is fully committed to the active promotion of equal opportunity in its capacity as an employer and in the provision of all its services, both to those harmed by and those responsible for crime and to the community as a whole. It is the individual responsibility of every member of staff to seek to ensure the practical application of this policy.

All staff are required to adhere to Sacro's Health & Safety policy and to implement it in their working environment and practices.

Teamwork is a vital aspect of Sacro's work and staff are expected to co-operate and liaise with colleagues and other professionals.

Outline of Main Terms and Conditions of Service

Hourly Rate:	£12.60 per hour.
Leave Entitlement:	In accordance with The Working Time Regulations 1998.
Hours of Work:	As and when required.
Work Base:	South Lanarkshire/Glasgow. Sacro reserves the right to change office base location within reasonable parameters.
Travel:	A valid driving licence and access to car is essential. Mileage allowance will be paid for appropriate mileage accrued in the course of performance of duties.
Condition:	Membership of the Protecting Vulnerable Groups (PVG) scheme is a requirement for the post.
Pension:	Pension provision in place, subject to eligibility.
Notice:	4 weeks, in writing.

Criteria	Essential	Desirable
Qualifications		
Relevant qualification (e.g. counselling, care/support work volunteer qualification from support agency).		X
HND or SVQ in Social Care, or equivalent.		X
Experience		
Experience of partnership working.		X
Experience of working with people with offending behaviour or people who have a history of substance misuse in a paid or voluntary capacity.	X	
Experience working in the criminal justice system/ substance misuse.		X
Experience of working with people in a supporting role.	X	
Experience of working in drug or alcohol field.		X
Understanding of risk management and safe working practices with chaotic individuals.	X	
Knowledge of risk assessment tools.		X
Knowledge		
Understanding of social inclusion.	X	
Knowledge of local agencies and services in North Lanarkshire area.		X
Knowledge of Justice System.	X	
Knowledge of range of community services (drugs, alcohol, employment, etc.).		X
Knowledge of health and safety issues.		X
Skills		
Good communication skills (verbal and written).	X	
Relevant IT skills (Microsoft Word, Outlook).	X	
Ability to develop effective working relationships.	X	
Ability to work as a member of a team.	X	
Ability to use initiative but operate within agreed level of authority.		X
Values/Attitudes		
An understanding of the support needs of service users.	X	
A commitment to working within the ethos, values and principles of Sacro.	X	
Other		
A valid driving licence and access to a car.	X	