

JOB DESCRIPTION

YOUNG PEOPLE'S OUTREACH WORKER

East Lothian Project

Post Title: Young People's Outreach Worker

Project: Grow Your Own Routes

Contract Type: Fixed term to 31st March 2027

Funder: Scottish Government Whole Family Wellbeing Fund

Hours: Part-time Secondment cover - 17 hours per week

Salary Scale: Pro-rata £29362 - £34032 (Scale 12-17)

Location: Prestonpans Community Centre

Hybrid Working Available: Yes

Accountable to: Project Manager

Driving Licence and Own Car Required – Yes, Given the need to access travel between locations and within the community, a full driving licence and access to a car are essential for this role

Purpose

Working in partnership with Scottish Families Affected by Drugs and Alcohol, Grow Your Own Routes aims to ensure that young people affected by substance use are visible, have a voice and are empowered to effect change.

To reduce harm and the impact of substance use on young people by offering strengths-based and co-produced one-to-one, peer, advocacy and group work in youth and community settings across East Lothian.

It is expected that the post holder will do some weekend and evening work.

Key Responsibilities

- *To identify engage and work alongside young people by providing them with a co-developed programme of support 12-26 year olds affected by family alcohol and drug use.*
- *To work with young people on a one-to-one basis as appropriate, addressing specific issues relating to alcohol and drug use in their families. Providing advice and guidance, and signposting and referring onto other agencies as required. This will include face to face and telephone/online support.*
- *To support young people to develop coping skills, resilience and strategies to reduce the negative impact of other's substance use.*
- *To support young people's emotional development, helping them to increase their self-esteem, including helping young people to identify and build their strengths.*
- *To facilitate opportunities for young people to come together including through 'safe space' peer groups and whole family activities.*
- *To actively promote family recovery and family inclusive practice, including working to an evidence base e.g. CRAFT and developing new resources.*
- *To deliver training and share the work of the project to other professionals as per Memorandum of Understanding expectations or good practice sharing*
- *To record, monitor and evaluate all work*
- *Participate actively in supervision, team meetings and internal training opportunities*
- *To contribute to the promotion and development of the Route's and Circle's work and of services in East Lothian*
- *To liaise with other agencies and work in partnership with them to meet the needs of the children and their families*
- *Work in line with Circle's policies and procedures, with particular attention to child protection, equal opportunities, anti-discriminatory practice, and user participation.*
- *Attend staff development days, Scottish Families external events and contribute to organisational learning and improvement.*

General

This job description is not exhaustive and may be amended in response to organisational needs. The postholder is expected to undertake any other duties appropriate to the level and nature of the post.

Person Specification

Qualifications

Essential

- *A professional qualification in youth and community work, social work, social care, education or health*

Desirable

- *Additional training or certification in areas such as counselling, trauma-informed practice, child protection, or group facilitation.*
- *Continuous professional development relevant to working with vulnerable families.*

Knowledge & Experience

Essential

- *Direct experience of working with young people in a rights and strengths-based way*
- *Knowledge of a range of interventions for supporting young people, one to one, peer, advocacy and group work*
- *Experience of working in partnership with a range of other agencies*
- *Demonstrated ability to work as part of a team*
- *Good understanding of child development, attachment, and the impact of trauma and adversity on young people and families.*
- *Familiarity with the Getting it Right for Every Child (GIRFEC) framework, the related SHANARRI wellbeing indicators and family inclusive practice.*
- *Commitment to equal opportunities, anti-discriminatory practice, and meaningful involvement of families in shaping support.*
- *An understanding of co-production and user participation of activities, programmes and materials*

Desirable

- *Experience of facilitating group work with parents or children.*
- *Experience of working with families affected by substance use, poverty, or social exclusion.*
- *Lived experience or deep understanding of the challenges faced by families in similar circumstances.*
- *Knowledge of local services and community resources in Edinburgh.*

Skills & Abilities

Essential

- *Strong communication skills, with the ability to develop effective relationships with young people*
- *Capacity to support social work students on placement with Circle.*
- *Ability to record, monitor, and evaluate work accurately.*
- *Effective planning, time management, and prioritisation skills.*
- *Ability to build self-esteem and effect positive change in young people*
- *Ability to work within, and maintain, clear professional boundaries.*
- *Good assessment and risk management skills.*

A Note to Candidates

Don't meet every single requirement? We know that people can be put off applying if they don't tick every box. At Circle, we're committed to building a diverse, inclusive, and authentic workplace—so if you're excited about this role but your experience doesn't align perfectly with every point, we encourage you to apply. You may be exactly the right person for this role or another opportunity with us.