



Parkhead Citizens Advice Bureau Training Officer & Community Link Worker - Job Description

This is an exciting opportunity for an experienced and motivated Training Officer & Community Link worker to join Parkhead Citizens Advice Bureau and support the continued development of our work within HMP Barlinnie.

Working primarily within the prison, but ensuring a regular presence at Parkhead Citizens Advice Bureau (PCAB), the post holder will engage directly with prisoners to identify needs, develop and deliver life-skills workshops and accessible information resources, and create opportunities that build confidence, knowledge and transferable skills. Prisoner voice and lived experience are central to the project, and the successful candidate will facilitate focus groups, gather feedback and work alongside prisoners to co-produce activities and resources that respond to identified needs.

A key responsibility will be supporting and developing the CAB Peer Mentor team within the Resource Hub. This includes recruiting, training and mentoring prisoners to provide peer-to-peer information, self-help resources and appropriate signposting to CAB advisers, SPS services and partner organisations.

The role also has a strong community and partnership focus, working closely with SPS, statutory and third-sector organisations to develop pathways into rehabilitation, recovery, volunteering, education, training and employment. The post holder will also support innovative ways of reaching the wider prison population, including workshops, internal communications and prisoner-led digital and media content.

We are looking for someone with experience in training, coaching, mentoring, community development or a similar role, with excellent communication and relationship-building skills. The successful candidate will be confident engaging people from a wide range of backgrounds, able to work creatively and independently, and comfortable adapting to the unique operational environment of a prison.

Knowledge of advice and information services, education and training is desirable, and experience of criminal justice, partnership working, community development or supporting people facing barriers would be advantageous.