



# JOB DESCRIPTION

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|-------------------------|--|----------------------|------------------|
| <b>Role Title:</b>      | <b>Children and Young People Outreach and Prevention Worker</b>  |                      |                  |
| <b>Post Status:</b>     | <b>12 month fixed term contract</b>  |                      |                  |
| <b>Reporting To:</b>    | Children's Service Manager / Children's Assistant Service Manager  |                      |                  |
| <b>Location:</b>        | City wide to meet the needs of the service   |                      |                  |
| <b>Responsible for:</b> | n/a  |                      |                  |
| <b>Role Purpose:</b>    | Provide therapeutic support to children and young people experiencing domestic abuse in a community setting. |                      |                  |
| <b>Salary</b>           | £32,001 + 7.5% Out of Hours allowance  | <b>Hours of work</b> | 35 hour per week |

## KEY ACCOUNTABILITIES & RESPONSIBILITIES

### Role specific

1. Provide innovative and creative 1-1 support to actively support CYP recovering from their experience of domestic abuse, in the community.
2. Provide child centered emotional support through Health and Wellbeing Plans in line with guidance and legislation.
3. Signpost and advocate for CYP with external agencies as appropriate.
4. Develop and run a group work programme for CYP around domestic abuse and other identified themes.
5. Devise and maintain CYP paperwork and case notes.
6. Deliver prevention work through education and awareness raising sessions in schools and colleges.
7. Manage referral system.
8. Publicise the outreach service with relevant agencies using a range of approaches and materials.
9. Identify CYP who may be deemed 'hard to reach' by producing information in a range of languages and through using the support of specialised organisations.
10. Deliver training and awareness raising sessions to professionals as required.
11. Prepare relevant reports in relation to CYP for statutory and voluntary organisations when necessary.
12. Work in conjunction with Child Protection Policy and Procedure.
13. Work in conjunction with Women's team where applicable.
14. Travel across the city, possibly with children in the vehicle.
15. Carry out role in a timely manner in line with policy and procedure.
16. Provide a Crisis Support service on a rota basis.

### Organisational wide

1. Work in line with GWA values and the SSSC Code of Conduct

2. Positively promote the feminist analysis of domestic abuse.
3. Participate in relevant training, team meetings and development days for continuous professional development.
4. Engage in Support and Supervision.
5. Promote Service User involvement
6. Maintain Health and Safety
7. Play an active role in awareness raising and fundraising
8. Have a contemporary knowledge of all forms of gender based violence
9. Carry out such other appropriate duties as may be determined by GWA.

## COMPETENCIES

### 1. Proactive

Exploring options. Looking at new ways to do things. Being innovative. Strive to make a difference. Carry out tasks without detailed instructions.

### 2. Judgement

Makes timely informed decision that take into account the facts, constraints and goals.

### 3. Co-operation

Works harmoniously with others to get a job done. Responds positively to instructions and procedures. Able to work well with co-workers and managers. Shares critical information with everyone involved. Works effectively on projects that cross teams. Helps to set a tone of co-operation. Seeks opinions. Values working relationships.

### 4. Communication

States own opinions clearly and concisely. Demonstrates openness and honesty. Listens well during meetings and feedback sessions. Explains reasoning behind own opinions. Asks others for their opinions and feedback. Asks questions to ensure understanding. Exercises a professional approach with others using all appropriate tools of communication. Uses consideration and tact when offering opinions.

### 5. Problem solving

Anticipates problems. Sees how a problem and its solution will affect others. Gathers information before making decisions. Adapts well to changing priorities, deadlines and directions. Is willing to take action, even under pressure or tight deadlines. Recognizes and accurately evaluates the signs of a problem. Notifies line manager of problems in a timely manner.

### 6. Making a difference

Making a difference to the service users of GWA and evidencing this using our paperwork. Look for new ways to evidence making a difference.

## PERSON SPECIFICATION *(Knowledge, Experience, Skills & Abilities)*

|                   | Essential   | Desirable  |
|-------------------|---|--|
| <b>Experience</b> | <p>Supporting children and young people who have experienced the effects of gender based violence.</p> <p>Working one to one and providing group work with children and young people.</p> <p>Engaging with a wide range of individuals and groups using a variety of approaches.</p> <p>Experience of person centred working.</p> | <p>Supporting children and young people with experience of domestic abuse.</p> <p>Liaising with child centred agencies.</p> <p>Providing training.</p> <p>Contact issues and family law.</p> |

|                                   |   |   |
|-----------------------------------|---|---|
|                                   | <p>Advocacy work with voluntary and statutory agencies.</p> <p>Experience of developing and updating Health and Wellbeing Plans.</p> <p>Experience of identifying individual needs and goals.</p> <p>Experience of carrying out risk assessments.</p> <p>Experience of working with Child Protection.</p>   |   |
| <b>Skills and Abilities</b>       | <p>Planning, facilitating and evaluating service provision.</p> <p>IT skills including email, word and excel.</p> <p>Ability to work autonomously and use own initiative.</p>   | Proficient with IT databases.   |
| <b>Qualifications / Knowledge</b> | <p>Qualification relevant to working with children and young people, such as SVQ Level 3 Social Service (Children and Young People).</p> <p>Knowledge and commitment to a feminist analysis of domestic abuse.</p> <p>Understanding of the issues affecting children and young people with experience of domestic abuse.</p> <p>Full driving license and access to a car.</p> | <p>Knowledge and understanding of diversity, equalities and human rights both in legislation and good practice.</p> <p>Knowledge of discrimination in all its forms.</p> <p>Understanding of the issues affecting women with experience of domestic abuse</p> <p>Knowledge of Care Inspectorate requirements, funders and any other external regulator.</p> <p>Knowledge of Child Protection legislation.</p> |
| <b>Values</b>                     | <p>Committed to the values, aims and objectives of Glasgow Women's Aid and SSSC Code of Conduct.</p> <p>Committed to Glasgow Women's Aid Strategic Plan.</p> <p>Committed to valuing and respecting people and working with diversity.</p> <p>Participation in awareness raising.</p>   |   |

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|  | Participation in fundraising. |  |
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