Welcome to **The Benjamin Foundation**

The **Benjamin** Foundation

Thank you for your interest in joining The Benjamin Foundation staff team

If you have any questions regarding this vacancy, please contact our HR Department by email at recruitment@benjaminfoundation.co.uk or on 07881 012553.

Reg Company No. 3825425
Reg Charity No. 1124936

About us

For over 25 years' children, young people and families across Norfolk and Suffolk have been supported by The Benjamin Foundation to overcome big challenges in their lives.

Each night we accommodate 100 vulnerable young people, equating to over 40,000 safe nights sleep a year for local young people. They can finally feel safe from youth homelessness. We are proud to be the regional partner for the End Youth Homelessness campaign.

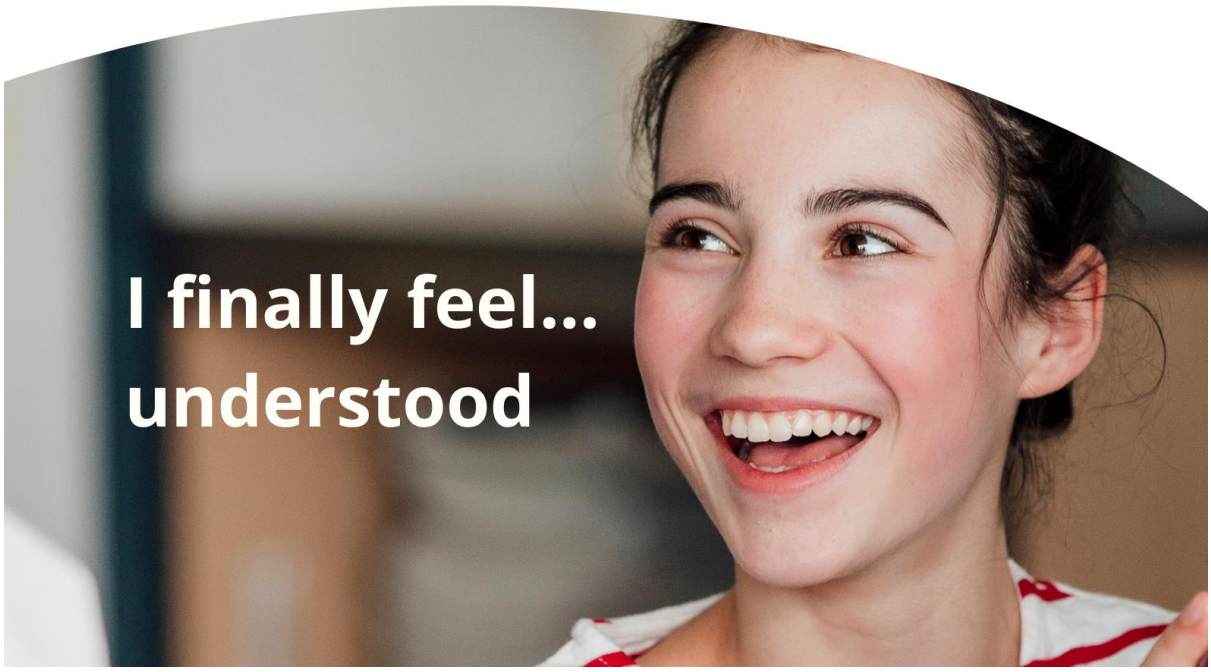
Each week 150 young people access our emotional wellbeing support. In the last year this equates to 7,500 emotional wellbeing support sessions improving their mental health, increasing their self-esteem and to finally feel understood.

Each year over 250 young people attended our youth work in the community to gain new life skills, expand their horizons and finally feel confident

Overall 2,000 local children and young people every year finally feel hopeful of a better future because of the work of The Benjamin Foundation.

The Benjamin Foundation are deeply connected to the local community, employing over 220 people in Norfolk and Suffolk

For more information about The Benjamin Foundation visit www.benjaminfoundation.co.uk



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Young Person's Housing Support Worker

Fakenham

Permanent, part time – 8 hours per week

£10.00 per hour

Plus Employee Pension with 6% employer contribution, Employee Assistance Package, generous annual leave, discretionary company sick pay & other benefits

Are you looking for an exciting new challenge to work within a charity that provides support to young people at risk of or overcoming homelessness?

Steven Newing House, in partnership with Flagship Housing Association and North Norfolk District Council, is our young person's centre in Fakenham providing semi-independent 24/7 supported accommodation to single homeless people aged 16 – 25.

We are seeking a Young Person's Housing Support Worker to provide advocacy and support to four young people, each resident in a "move-on" one-bed semi-independent flat on site. The role involves person-centred coaching to prepare and empower young people for future independent living, increasing their confidence and resilience. The role entails helping young people access services, develop skills, and work towards goals relating to future housing, employment, education and training, so they may manage their wellbeing and all areas of their lives, including their own home and future tenancy.

The Benjamin Foundation is committed to safeguarding and promoting the welfare of young people. An enhanced DBS check will be required for successful applicants.

The Benjamin Foundation embeds the Nurtured Heart Approach ® which creates strong and improved relationships by focusing on positive behaviour rather than energising negativity, providing clear rules and consequences, creating an environment in which people thrive.

To apply, visit http://benjaminfoundation.co.uk/vacancies
OR email recruitment@benjaminfoundation.co.uk

Closing Date: Monday 6th June 9am
Interview Date: Thursday 9th June

Young Person's Housing Support Worker - Job description

Job title:	Young Person's Housing Support Worker
Employer:	The Benjamin Foundation
Location:	Steven Newing House
Contract:	Permanent, part time
Salary:	Point 16, £10 per hour
Hours of work:	8 hours per week to be worked flexibly
Department:	Housing and Homelessness
Reporting to:	Centre Manager

Job purpose

You will play a key role in the support and resettlement of young people, covering a wide variety of tasks that contribute to young people maintaining a tenancy and moving on independently into the community.

You will work with young people facing multiple and complex barriers including homelessness, mental health, substance misuse, offending behaviour and unemployment. You will work alongside partners to ensure a multi-agency approach to support people into move-on accommodation.

The key focus is intensive person-centred coaching building on each person's unique strengths and aspirations so they can transition of out of their situation with dignity.

This will be achieved by:

1. Supporting young people in their journey to independence, providing advocacy and support and the necessary skills for living independently, identifying their goals in terms of future housing and employment/education/training.

2. Signposting and accessing services that help young people to manage areas of their lives which input on the ability to live independently

3. Being part of a team that provides a 24/7 presence for homeless young people 16 – 24 and ensure they are safely accommodated and understand how to manage their tenancy.

Main duties

General

1. Provide an intensive housing management and resettlement service in our accommodation setting, which will require lone working.
2. To represent the service to outside agencies and community groups where required, working in accordance with the service's policies and procedures, statutory and legislative requirements developing and maintaining relationships with key agencies to high standards

at all time and ensure compliance with the statutory frameworks they work in to achieve the best possible outcomes for the young people supported by the service

3. To promote the wellbeing of the young people accommodated within the service and to work in a way that actively promotes equality and diversity and maintains the culture and ethos of The Benjamin Foundation.
4. To manage a caseload of young people working towards the individual's Housing/Support Plan through a client centred support plan to address needs around accommodation and sustaining accommodation. Ensure these are regularly reviewed and outcome/solution focused. Please refer to section below on requirements of support.
5. To undertake such other duties as may be delegated or assigned commensurate with the level of grading and role of the post

Administration

1. To ensure that good quality records are maintained as required
2. To participate in the development, implementation and monitoring of individual support plans and assessments, ensuring they are carried out in the day-to-day support of the young people

Development

1. To develop a positive and supportive relationship with the Steven Newing House staff team
2. To undertake personal development and attend all relevant training
3. Promote a positive and nurturing image of care as part of the service

Young People and Housing Management

1. To develop a positive and supportive relationship with the young people who are being supported, engaging in the effective delivery of support to the young people including key work responsibilities and contributing to their individual housing pathways
2. To support young people in their transition into full independence, which may include supporting them with tenancy sign up, arranging utilities and sourcing furniture and fittings, as well as developing independent living skills through help, advice and training including reducing debts, maximising income and financial capacity and developing structures and personal planning abilities
3. To support and empower young people in establishing and maintaining social support networks, including their families where appropriate and to engage in the community and positive activities
4. To contribute to the support of the education progress of the young people at Steven Newing House through supporting them in their education environment, providing activities and interests that will stimulate educational attainment, encouraging and supporting the educational achievements
5. To ensure service user involvement is embedded in the Service and young people contribute to the planning and delivery of social and leisure activities that reflects their interests, abilities and needs.
6. To support young people to access information, advice and help from appropriate external services and to develop and maintain good working relationships with young people's Family members, Social Workers and other professionals
7. To ensure the service reflects a place to call home for the young people and is well maintained and a safe environment to live in
8. To safeguard the young people from risks to their health, wellbeing and development, both internally within the centre and externally
9. To be familiar with young people's support plans and risk assessments and ensure that their requirements are carried out in the day to day support of the young people

10. To help maintain a positive and nurturing environment within the service that is sensitive to the needs of the young people	
The Benjamin Foundation fully embeds the Nurtured Heart Approach in all that it does and staff will adopt this approach as part of their practice. *The Benjamin Foundation reserves the right to alter the content of this job description following consultation, to reflect changes to the job or services provided without altering the general character or level of responsibility.* *This post is subject to a full and satisfactory DBS disclosure.*	
Name of Job Holder:	
Signed Job Holder:	**Date:**
Name of Line Manager:	
Signed Line Manager:	**Date:**

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Criteria	Details	Essential	Desirable	Assessed
Qualifications	Possess a relevant qualification in terms of working with children and young people		**D**	Certificate Application
Experience	A minimum of 2 years' experience working with homelessness or children/young people in a supported accommodation setting		**D**	Application Interview References
	Experience of lone working		**D**	Application Interview
Knowledge & Skills	To be able to communicate with colleagues, external agencies and young people both verbally and in writing ensuring you conduct yourself in a professional manner, whilst maintaining the rules of confidentiality as appropriate	**E**		Application Interview
	Have an understanding of relevant housing and benefits legislation	**E**	**D**	Application Interview
	Ability to create and maintain a warm, caring, nurturing working relationship with the young people	**E**		Interview Reference
	Ability to respond quickly and with flexibility to the needs and aspirations of the young people	**E**		Interview
	Ability to make rational, well thought out decisions and show initiative	**E**		Interview
	Ability to remain calm in stressful situations	**E**		Interview Reference
	To work effectively with key agencies and partners	**E**		Interview
	The ability to communicate with the wider community	**E**		Interview
	The ability to input information and formulate reports from a database	**E**		Interview
Personal Qualities	The personality and ability to relate positively to young people	**E**		Interview Reference
Honesty& integrity	To always be a positive role model for young people	**E**		Interview
Responsive	Ability to respond quickly and with flexibility to the needs and priorities of individuals	**E**		Interview Reference
	An ability to think independently and work without constant supervision and micro	**E**		Interview Reference

Independent	management			
Self- Control	To take responsibility for one's own well being	**E**		Interview Reference
Communication	An ability to communicate clearly and effectively via email, telephone and face to face, ensuring professionalism in the event of dealing with complex issues	**E**		Interview Reference
	Ability to communicate using ICT skills including using social media sites effectively	**E**		Interview Reference
Confident	Being able to confidently make decisions regarding day to day matters and to be accountable for these decisions	**E**		Interview Reference
Competent	The ability to work under pressure and remain calm in stressful situations	**E**		Interview Reference
	The ability to input information and formulate reports from a database	**E**		Interview Reference
Collaborative	Ability to work collaboratively with the Manager, senior and other staff	**E**		Interview Reference
	To work effectively with key agencies and partners	**E**		Interview Reference
Progressive	An interest in the long term development of the service	**E**		Interview
Nurturing	Commitment to using the Nurtured Heart Approach ® and ensuring other use it	**E**		Application Interview
Additional	The willingness to contribute to the wider Benjamin Foundation success story	**E**		Interview
	Commitment to equality and diversity policy of The Benjamin Foundation	**E**		Interview
	Current Driving Licence and access to a vehicle	**E**		Copy of DL and insurance certificate
	A willingness to undertake training appropriate to the post	**E**		Interview
	A sense of humour	**E**		Interview