



The **Benjamin** Foundation

UASC Young People's Support Worker (Ipswich & Bury)

Job description

Job title:	Young People's Support Worker – (Children in Care-CIC & Unaccompanied Asylum-Seeking Children -UASC)
Employer:	The Benjamin Foundation
Location:	Suffolk –Ipswich
Contract:	Permanent
Salary:	Point 18, £10.37 per hour. £18,873.40 per annum. Car User's Allowance of £74.70 and On Call Allowance of £24.50 per month paid in addition.
Hours of work:	4 x full time or equivalent part time hours a week
Department:	Housing & Homelessness
Reporting to:	Multi-Service Manager / Assistant Multi-Service Manager

Job purpose

- To provide support according to the needs of the young people in accommodation working in partnership with other agencies and follows necessary out of hours safeguarding procedures
- To support young people with a varied range of support needs in the journey to independence
- To work in partnership with Social Work teams, the Commissioning and Placements team and other services to effectively safeguard the young people accommodated
- To work in compliance with legislative, regulatory requirements i.e. Children Act 1989, The Children (Leaving Care) Act 2000, Working Together 2013, The Care Planning, Placement, and Case Review (England) Regulations 2010, Children and Families Act 2014 & the National Minimum Standards requirements
- To work in accordance with strategic requirements, including ensuring Health & Safety compliance, monitoring and checks
- To ensure consistent, high quality delivery of the service where young people feel safe and



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secure

- To work as part of a Suffolk team covering CIC/UASC services as required -including an element of on-call -primarily Ipswich but also other locations potentially on occasion
- To ensure young people are fully involved in the planning, delivery and monitoring of services, and their wishes and preferences are taken-into-account

• Main duties

• General

- To work within the frameworks of the service in line with The Benjamin Foundation's and Suffolk County Council's Quality Assurance Monitoring & Reporting
- To maintain good professional practice working in accordance with the service's policies and procedures, statutory and legislative requirements
- To represent the service to outside agencies and community groups where required
- To develop and maintain relationships with key agencies to high standards at all time and ensure compliance with the statutory frameworks they work in
- To ensure strong partnership links and working relationships with Local Council, Housing Associations, Health and Educational services, and any other appropriate professionals, to achieve the best possible outcomes for the young people accommodated within the service
- To liaise as required with Suffolk's CIC, UASC & Leaving Care teams out of hours services
- To promote the health & well-being of the young people accommodated within the Suffolk services, undertaking necessary duties required out of hours
- To maintain a safe, clean & welcoming environment that promotes positive acceptable behaviour and support with Health & Safety checks and requirements
- To work in a way that actively promotes equality and diversity
- To embed the culture and ethos of The Benjamin Foundation
- To maintain and work in accordance with The Benjamin Foundation's confidentiality policy at all times
- To undertake such other duties as may be delegated or assigned commensurate with the level of grading and role of the post
- To work flexibly across The Benjamin Foundation's Suffolk services with young people who have variable levels of need

• Staff

- To develop a positive and supportive relationship with the Suffolk staff team -ensuring any updates are shared accordingly with relevant Teams/Manager
- Commitment to ensuring staff use the Nurtured Heart Approach ® & Signs of Safety in their work
- To engage with regular supervision and Team Meetings



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- **Administration**

- To ensure that good quality records are maintained as required
- To participate in the development, implementation and monitoring of individual support plans and assessments
- To ensure the young people's support plans and risk assessments and weekly reporting requirements are carried out in the day-to-day support of the young people

- **Development**

- To be involved in the induction of staff, engage in Team Meetings & events
- To represent the service at multi-agency conferences and networking opportunities
- To develop and maintain professional relationships with Children's Services and other relevant agencies
- To undertake personal development and attend any relevant training

- **Young People**

- To develop a positive and supportive relationship with the young people accommodated within the service -providing a reassuring presence overnight -following necessary Safeguarding procedures if required
- To ensure service user involvement is embedded in the service
- To help maintain a positive and nurturing environment that is sensitive to the needs of the young people
- To support the young person to conduct healthy relationships with family, friends and staff by pro-social modelling and restorative intervention where necessary
- To support with offending and addressing criminogenic behaviours
- To support the young person to relate to their ethnic and cultural backgrounds
- To support the young person with their sexuality/personal identity
- To support the young person to become a member of their community
- To encourage and support positive support networks, including recreational activities with peers
- To support the young person to develop positive boundaries with all relationships
- To support the young person to become 'job ready', get into a routine, get up on time, dress appropriately, communicate appropriately, work out their travel plans etc
- To support to pay attention to personal hygiene, managing a healthy lifestyle, including sexual health

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.



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Name of Job Holder:	
Signed Job Holder:	Date:
Name of Line Manager:	
Signed Line Manager:	Date:



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Young People's Support Worker Person Specification

Criteria	Details	Essential	Desirable	Assessed
Qualifications	Formal Level 3 qualification in 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
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 in-depth knowledge of local policies, protocols and relevant legislation, particularly part 3 of The Children Act 1989, Section 17 and Section 20		D	Application Interview
	A good understanding of appropriate Professional Boundaries	E		Interview
	Good ICT skills, including the ability to input information and formulate reports from a database	E		Interview
	An awareness of local resources, other agencies and partners that could benefit young people as needs arise -and proactiveness to source this if not known	E		Interview
	Flexibility to work at different services and provide support to young people with varied levels of need	E		Interview
Personal Qualities <i>Positive</i>	The ability to relate positively to young people	E		Interview
<i>Responsive</i>	Ability to respond quickly and with flexibility to the needs and priorities of individuals	E		Interview



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<i>Independent</i>	An ability to think independently and work without constant supervision and micro management	E		Interview
<i>Confident</i>	Being able to confidently make decisions regarding day to day matters and take accountability	E		Interview
<i>Competent</i>	The ability to work under pressure and remain calm in stressful situations	E		Interview
<i>Collaborative</i>	Ability to work collaboratively with Manager's and wider Team	E		Interview
<i>Progressive</i>	An interest in the long-term development of the service	E		Interview
<i>Nurturing</i>	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
	A willingness to undertake a relevant Level 3 qualification if not already held	E		Interview
	Current Driving Licence and access to a vehicle	E		Copy DL and insurance certificate
	A willingness to undertake training appropriate to the post	E		Interview