

Job Description

Job Title: Casual Housing Support Worker

Salary Grade: Grade 5

SCP: 17-22

Job Family: People Care

Job Profile: PC 3

Directorate: Children's Services

Job Ref No:

Work Environment: Burlington Close, Lyndore , Cliffe park and Elwin Terrace

Reports to: Senior housing support worker/ Management – Support to Independence

Number of Reports:

Purpose:

To support Care experienced young people accessing the Next Steps Service or homeless 16-17 year olds in living at one of Together For Children's internal supported accommodations (Claremont Terrace, Cliffe Park Burlington Close and Elwin), including providing outreach support to those in trainer flats. To contribute to the development and implementation of the young people's individual pathway plans, including life skills assessment and support.

Key Responsibilities:

To liaise with service users, colleagues, and other agencies in respect of the tenancies which the service manages and in relation to service user support plans.

To communicate/liase with senior housing support worker and Support 2 Independence Management on a regular basis.

To provide information to young people and colleagues about the scheme and to provide guidance to young people living in the accomodation about their housing rights and responsibilities, benefit claims, life skills or other issues. Ensure recordings are entered on Liquid Logic data base.

Identify the housing related support needs of those working with the scheme to enable effective tenancies. Advocate for young people with other agencies e.g. banks, utility companies, Gentoo.

To understand the needs of service users and work with them on both a 1 to 1 basis and as part of the wider Next Steps Team, to achieve the objectives in their Pathway Plan and tenancy ready tool. To work with young people who reside with the service, their family and friends, colleagues, and other agencies, to ensure the tenancy is managed effectively.

To encourage, coach and mentor young people to engage in the support offered and learn skills that will assist them with independent living.

To encourage service users to engage in the support offered and learn skills that will assist them with independent living.

Work effectively and build relationships With Gentoo and private landlords to ensure the positive working with landlords, necessary for the scheme.

Lone work, to ensure service objectives are met and provide service cover through the staff rota to ensure service delivery.

To assist the Manager in ensuring all work across the teams is delivered within designated timeframes, doing home visits, and recording contacts with young people.

To maintain service standards and delivery whilst dealing with challenging behaviour which can include managing visitors to the building, serving notice on tenants or intervening in disputes

Ensure the rota is covered to meet the needs of the service and the building has staff cover at all times. This includes single worker sleep-in cover.

Ensure maintenance of building is kept to a good standard, this includes premises management, keeping records and logs of fire safety, follow risk assessments in relation to H&S and report any H&S issues to senior staff or manager. Complete mandatory H&S training.

Additional Information/Other Requirements

To be able to work flexible hours as required by the post. To work in shifts to ensure the service and building has staff cover at all times. This includes single worker sleep-in cover.

Able to deliver the decorating, cleaning, and furnishing tasks required to maintain properties.

Able to meet the travel requirements of the post. (Business insurance)

Enhanced DBS clearance required.

Hold or work towards a level 4 diploma working with children and young people

Statutory requirements:

In line with the Together for Children's Statutory Requirements, all employees should:

Comply with the principles and requirements of the General Data Protection Regulation (GDPR) in relation to the management of Together for Children Sunderland's records and information and respect the privacy of personal information held by Together for Children Sunderland.

Comply with the principles and requirements of the Freedom in Information Act 2000.

Comply with the Together for Children Sunderland's information security standards, and requirements for the management and handling of information.

Use information only for authorised purposes.

The postholder must carry out his or her duties with full regard to Together for Children Equal Opportunities Policy, Code of Conduct, and all other policies.

The postholder must comply with Together for Children Health & Safety rules and regulations and with Health & Safety legislation.

Date : June 2024

Author: Sharon Willis/Mark Head

Person Specification

Job Title: Casual Housing Support Worker

Role Profile reference: PC3

Essential Requirements	
Qualifications: Post holder should have Level 4 Diploma for Residential Child Care (or equivalent) or be willing and able to undertake this qualification.	Application Form Interview
Experience of: Must have experience of working with young people with challenging behaviour.	Application Form Interview
Knowledge and understanding of: - Care Planning, Placement and Case Review Regulations and Guidance 2015. - Supported Accommodation Regulations 2023. - The Children Act - Benefit claims	Application Form Interview
Ability to: - Able to effectively use a PC to prepare documents, record information or input data. - The ability to work outside of normal working hours to meet the needs of the service. - Work effectively despite changes in colleagues, settings, and environment as well as changing working hours and working weekends. - Meet the travel requirements of the post (business insurance) - To share information and obtain information from others through excellent written and verbal communication. - A level of skills/ experience and ability to clean and decorate void flats	Application form Interview
Commitment to Equal opportunities	Interview

Author: Sharon Willis/ Mark Head

Date: June 2024