

Post: Housing Senior Support Worker

**Salary:** NJC Scale – 14 - £23,941 inclusive of sleep allowance

**Based at:** Nightsafe Office,Blackburn and occasionally at other Nightsafe sites across Blackburn with Darwen with frequent travel across Lancashire and occasional regional/national travel

**Hours: 32 hours + 2 Sleeps**

 Flexible working between the hours of 8am to 8pm over a 7-day rota

 including Sleep Ins. This is a Lone Working Role

**Additional benefits:** Pension – 4% Employer & 4% Employee

**Annual leave**: 25 days plus bank holidays pro rata

**Responsible to:** Housing Support Manager

**Responsible for:** No line management responsibilities

**Our Ethos:** Nightsafe believes that every young person has a right to a roof over their head, to live in a safe environment and be treated with kindness, dignity and respect.

**Our Vision:** Is thatevery young person that comes through Nightsafe’s door will have a roof over their head, live in a safe environment, be treated with kindness, dignity and respect and achieve their potential.

**Our Mission:** Nightsafe will work with young people who are homeless or are at risk of homelessness and will provide accommodation, day centres and information, advice and guidance. We will help with emergency needs and empower our young people to play a positive part in their local community.

**Purpose of role:**

To provide practical, life and social skills support for homeless young people in a small housing project for young people aged 16 – 24. Offering emotional support and empowering young people to achieve their full potential. To contribute to the development and delivery of Nightsafe’s projects to meet our contractual service level agreements, monitoring and evaluation of projects. To work towards quality thresholds and in line with Nightsafe’s policies and procedures.

### Main Role and Responsibilities Purpose

* Work collaboratively with all local stakeholders including service providers, colleges, local community groups, agencies and young people.
* To ensure that progression to settled accommodation and positive outcomes around health and wellbeing are an obtainable and clearly visible outcome for service users.
* Your approach to work should demonstrate and reflect Nightsafe and Blackburn with Darwen Commissioning’s approach of being empowering, inclusive and professional at all times.
* To staff the project on a 24/7 rota with other staff including evening, weekends, sleep-ins and occasional waking nights
* To help settle homeless young people into the project, clear path way and induction
* To work with young people to offer practical support, advice and guidance with identified issues and goals through support plans and outcome stars
* To record and monitor young people’s progress and outcomes
* To liaise with and advocate on behalf of young people with all relevant agencies
* Provide clear and thorough information to young people promoting user involvement throughout the service. Review mentoring regularly with the young people, ensuring we promote the voice of the child and include in participation.
* To deliver issue based group work with young people staying in the project
* To ensure a safe & secure environment for young people
* To be responsible with other members of the team for health & safety, cleaning and good housekeeping of the project
* Adhere to Nightsafe’s safeguarding young people policies. Identify and report risk efficiently and promptly to ensure that all Staff and young people are safeguarded at all times. To take personal responsibility for keeping up to date with the requirements of safeguarding and health and safety.
* To attend staff meetings and appropriate training
* To work to a rota which includes weekend and overnight working
* To work with Nightsafe’s policies, procedures and guidelines
* Other duties as agreed by line manager that are commensurate with the status and grade of the post

**External relationships and influencing**

* To build and maintain positive working relationships with stakeholders, partners, commissioners and funders identifying opportunities for development, collaboration and sustainability of Nightsafe services
* To attend meetings with partners and young people
* Play a key role in the development of the organisations vision, mission and objectives.
* To act as a champion and advocate for young people at risk of homelessness and those in crisis actively looking for opportunities to influence local and national policy and strategic decision makers.

**Personal development**

* To develop and maintain up to date knowledge of and expertise in policy and practice to support young people at risk of homelessness and those in crisis.
* To develop and maintain knowledge, understanding and effective practice in project development. Participation and marketing and communication.
* Attend training and development as required.

**General**

* To work as a member of the Nightsafe team, attend staff and communications meetings
* To attend regular supervision/appraisal sessions with the Housing Support Manager.
* To comply with all Nightsafe policies and procedures.
* To undertake any other duties as commensurate with the grading of the post.

**Please note: this post is subject to an enhanced Disclosure and Barring Service (DBS) check.**

**Person Specification – What we need from you**

The essential criteria are those things which you must have in order to do the job. Desirable criteria are those qualities that would be either useful, or an advantage to have and/ or are things that you could be trained to do.

**Essential Experience/Skills**

* Experience of working with vulnerable young people using a person centred approach
* Experience of using supporter data to attract, engage and drive long-term loyalty.
* Excellent written communication, and demonstrable experience of writing for a variety of audiences.
* Highly Computer literate-confident user of Microsoft Office (Word, Power-Point, Outlook and Excel).
* Expertise in at least one specific area of and understanding of work including Homelessness, Education and Employment
* Knowledge and understanding of policies related to safeguarding of children and vulnerable adults

**Desirable Experience/ Skills**

* Project skills including planning, monitoring and evaluation, prioritisation and the ability to meet deadlines
* Understanding of equal opportunities
* Ability to engage and motivate young people who are vulnerable and lacking in confidence and self esteem
* Ability to work as part of a team and on own initiative
* Understanding of and interest in current issues relating to the work of Nightsafe Ltd

**Personal and Professional Qualities**

* Ability to work flexibly and at pace, often to tight deadlines.
* Committed to the values, ethos and purpose of Nightsafe Ltd.
* Organised and methodical with the ability to multi –task across several projects
* Flexible and adaptable to changing demands and new challenges.
* Ability to work collaboratively in a small team.