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**Application Pack**

**LGBT+ Project Worker**

**The Centre Place**

**Salary:** £26,201 pa

**Hours:** 37 hours per week

**Responsible to:** Service Manager and Trustees

**Base:** The Centre Place, Worksop

**Term:** Permanent

**Hello and welcome!**

Are you passionate about supporting children, young people and families? Do you want to be part of making positive change and improving health and wellbeing outcomes for the next generation and influencing the future?

An exciting opportunitiy has arisen for a health and social care professional to join our multi-disciplinary staff team consiting of social workers, counsellors, mental health professionals and LGBT+ specialists. We are seeking a LGBT+ project worker to deliver vital services to LGBT+ children, young people and their families and to work with private, public and voluntary sector organisations to provide advice, information and training to address LGBT+ inequalities.

As an organisation we believe that having a diverse workforce and allowing people to be themselves is essential to good employment practice, we are openly supportive and encourage difference.

**The Centre Place History**

The Centre Place is a charity based in Bassetlaw which was established in 1996, following local statutory and voluntary sector providers working collaboratively to address identified gaps in provision for services supporting young people aged 16-26 years living within an area of multiple deprivations, predominantly around housing need. The Centre Place became a registered charity in 1999 and, over the years, we have developed a range of innovative and specialist services evolving and expanding these in line with the needs of the local community. Our services are aimed at addressing inequalities and vulnerabilities and creating opportunities to empower children, young people and families enabling them to improve their health and wellbeing. We have specialised in providing homelessness and housing support, drop-in support services, benefits advisory services, employment and educational support, independent living, a young parent’s support service, social education support, Talkzone counselling service and an LGBT+ support service.

In 2017, an independent evaluation on our services allowed us to refocus our work, ensuring we continued to meet the needs of the local community. This evaluation evidenced some of the work we were providing was available elsewhere, therefore we dissolved some of our services over an 18-month period to focus more on our LGBT+ service and mental health support due to the gaps in local provision.

The Centre Place provides support to children and young people aged 11-25 and their families via Talkzone Mental Health Service, LGBT+ Service Nottinghamshire and a Children and Young People’s Social Prescribing Service in partnership with local Primary Care Networks.

**Purpose and Scope of the Post**

Responsible for leading, facilitating and undertaking direct work through case holding responsibilities and the overall management of the delivery of evidence based interventions with LGBT+ children, young people and families.

Work within the organisation which contributes to the objectives and targets in the organisatoin plan and geographical area.

Attend meetings across the Bassetlaw Place partnership to contribute and support with ambitions of the Place focused on improving local outcomes and reducing health inequalities.

**Main Tasks and Duties**

1. Work directly with young LGBT+ children & young people aged 11-25 to plan, deliver and evaluate bespoke interventions of one-to-one support, managing a case load of children & young people which includes the development and review of a package of support to enable children and young people to overcome challenges and reach their full potential.
2. Complete assessments with children, young people and families to assess and review their situation.
3. To advocate directly for LGBT+ children & young people if needed ie with social care, GP, schools etc.
4. To be responsible for promoting and safeguarding the welfare of children, young people and vulnerable adults you are responsible for, or come into contact with.
5. Attending multi-agency meetings and forums across where necessary.
6. To plan and deliver a programme of activities for The Centre Place’s specialist support groups where appropriate.
7. To value diversity ensuring that individuals are treated fairly and respected for their contribution in terms of knowledge, experience and skills.
8. To have a strong commitment to the values of equality, LGBT+ rights, youth and community work and the values held by The Centre Place.
9. To assist with the development and delivery of our training and consultancy service offer.
10. To support the marketing and advertising of services through a wide range of means including using social media and attending events to promote our services.
11. Work in partnership with the user lead steering group to evaluate and monitor the organisation and the work delivered.
12. Keep up to date and clear records on the case load of children, young people and families, completing electronic monitoring systems.
13. Constructing reports and documentation as necessary and appropriate.
14. To create and maintain links with key individuals and agencies and liaise closely with them where necessary to ensure the best outcomes for children, young people and families.
15. Attend organisational meetings and supervision.
16. Assist in supporting volunteers and student placements.
17. To take part in appropriate training arranged by the charity to undertake the duties of the post and participate in professional development.
18. To comply with health and safety requirements, including having an awareness of personal responsibilities to maintain a safe working environment.
19. Ensure adherence to organisational policies and procedures and to keep up-to-date with relevant legislation.
20. To carry out appropriate additional duties which are by negotiation and agreement and are commensurate with the post.
21. To develop and deliver the service at times that are appropriate for access, such as some evenings and weekends.

This document outlines the current duties required for the post, to indicate the level of responsibility. It is not a comprehensive or exhaustive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility required.

The Centre Place is a continuously improving service and as such will be required to adapt over time as those improvements are implemented.

As the Exceptions (Amendment) Order 1986 to the Rehabilitation of Offenders Act 1974 applies to this position, the postholder will be required to apply for a DBS discloser. Disclosure expense will be met by employer.

**Person Specification:**

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| **Category** | **Essential** | **Desirable** |
| **Experience**  | Experience of direct work with children, young people and families.Experience of working in a local authority, voluntary sector, youth sector, health sector or related field. Experience of undertaking outreach work to engage excluded communities/young people and those experiencing greater inequalities.  | Experience of developing and delivering creative programmes alongside young peopleExperience of recording, monitoring and evaluation processesExperience of adhering to safeguarding procedures in work with children & young peopleWorking in partnership with other professionals to provide children, young people and families with wrap around support. |
| **Knowledge / Qualifications**  | Degree or equivalent experience (Youth Work, Education, Social Work, Counselling/Mental Health) A willingness to undertake training relevant to the post, as directed by the line manager.Knowledge of safeguarding, child protection and promoting the welfare of children & young people Knowledge of relevant legislationKnowledge and commitment of equal opportunities. | Good understanding of sexual health and the support children, young people and families may need to access sexual health services. Awareness of factors impacting on the needs of children and young people, specifically issues facing LGBT+ children & young people Knowledge and understanding of youth work and its methods of delivery. |
| **Skills and****Competencies** | Ability to form and maintain good working relationships with young people, staff and members of other agencies.Good interpersonal and communication skills. Ability to communicate both verbally and in writing using the English language.Ability to maintain professional boundaries with children & young people.Ability to work effectively as part of a team and individually. Basic administration skills including IT. (Email, Microsoft programmes).Ability to use clear analytical skills. Ability to assess the needs of individual young people and determine appropriate interventions, in conjunction with communities and other agencies. | Flexibility in use of your time. Creativity in use of resources.Ability to communicate both verbally and in writing using Ukrainian, Russian or polish languages.  |
| **Valuing Diversity** | Demonstrable appreciation and acknowledgment of the range and complexities of diversity; self-awareness in terms of emotional intelligence, biases and personal triggers; cultural competence – cultural sensitivity and awarenessDemonstrable respect of diversity and value of individual difference.Champions for inclusivity and the fair and appropriate treatment of all people regardless of ethnicity, religious, belief, gender identity, age, ability, sexual orientation, appearance or position. |  |
| **Others** | Have an understanding of the boundaries of confidentiality, and sensitivity to the need for confidentiality. Willingness to acquire/develop new skills.A commitment to the promotion of the active involvement of young people in decision-making.Flexibility in working style and approaches.Willing to work evenings, occasional weekends with negotiation and agreement.A commitment to equal opportunities. Commitment to ongoing training and development.  |  |

**What can The Centre Place offer you?**

* An opportunity to be a part of our important work with children and young people.
* Working with a small, friendly and united team.
* Professional development opportunities.
* An opportunity to join a small organisation who value diversity, inclusion, equality and accessibility for all.

The Centre Place is proud to commit to creating and celebrating a diverse and inclusive team to deliver the best quality programmes we can. We are welcoming and inclusive and provide a friendly and flexible environment. We are supportive of everyone regardless of their background and encourage you to apply would like you to feel comfortable in bringing your authentic self to work.

**Application Process**

Please contact info@centreplace.org.uk for a full application form. Applications will not be accepted in any other format.

**Recruitment will be ongoing until we find the right person for this role, please submit your application as soon as you are able if you are interested in the post.**