



Everyone deserves
a safe place to
call home.

Company Limited by Guarantee number 1741926
Charity Number 287779
Registered in England as Single Homeless Project



Single
Homeless
Project

Job title: Young Person's Worker

Delegated Authority: Level 7

Team: North & East London Young People's Services

Responsible to: Service Manager

Responsible for: Young person's safety, health and wellbeing & designated area of lead responsibility

Job purpose



Working within our 16 + services you will be providing housing support for young people who are placed from a variety of North and East London Boroughs.

The team will be expected to work within SHP's policy and procedural framework and as part of the team you will provide a client focussed and flexible, responsive service to the young people.

Young Person's Workers will carry a caseload of clients for whom they will formulate a comprehensive, co-produced Support and Safety Plan to inform ongoing casework promoting independence and preparing young people for move on into independent accommodation. Young Person's Workers will be working under the direction of the Manager to provide support to the young people we accommodate, in addition young person's workers will be expected to have a lead area of responsibility across the schemes to support your personal development and the development of knowledge and skills amongst the team.

Key accountabilities



1. Day to day shift delivery

To provide effective day to day shift cover, ensuring that safeguarding and the immediate needs of the young people are paramount to service delivery.

2. Support & Safety Planning

In conjunction with colleagues, to comprehensively assess referrals to the project to ensure suitable young people can be accepted. To comprehensively assess the needs of young people in order to identify appropriate move on accommodation.

Carry out comprehensive and co-produced ongoing support and safety plans with young people, that are SMART and evidence progress using goals and short objectives and are reviewed at the service review period, or when there is a clear change in support or risk.

3. Risk Assessment

In conjunction with allocated young people, produce comprehensive and high-quality risk assessments and risk management plans. Monitoring and reviewing plans in line with policy guidelines and procedures and to minimise risk to young people by identifying, reporting, and following up any safeguarding concerns and incidents.

4. Move in & Move on

To provide a safe, welcoming and high-quality standard of accommodation, ensuring when young people move in they feel comfortable and welcomed, and are given information concerning the building and other local services.

To work with social workers to enable young people to move back home if appropriate, or to support young people identify opportunities for move on to

appropriate PRS, supported, shared or self-contained accommodation, and make appropriate referrals to those identified.

5. Information Management

In line with SHP's Client Contact recording policy and procedure, to record all client contacts appropriately and accurately on the Inform database and ensure all relevant files and recording systems are up to date and that key performance information is correctly recorded.

6. Partnership Working

To take responsibility for a professional approach that enhances the reputation of the service by working in partnership with internal SHP departments as well as external community agencies to ensure client needs are met.

7. Social Inclusion

To support young people to work towards gaining greater independence through participation, at service and organisation level and within the wider community, through our local activity programme and SHP wide Achieving Potential programme.

To promote internal feedback methods such as the complaints procedure and ensure feedback is given to colleagues and managers, to ensure the service is responsive.

8. Use of Time

To run activities and support young people to participate in activities to prepare them for independence and move through. Ensuring support is provided to young people who are ready to move into work, education, or training by assisting them to access suitable courses or placements.

9. Health & Safety

To carry out Health & Safety duties as required and to take responsibility for the safe working of self and others and to ensure that local procedures around Lone Working and Fire are followed.

10. Financial/ Budgeting Support

To support young people to maximise benefit entitlements and secure project income through the collection of rents and service charges and the minimisation of arrears and void loss.

11. Equality, Diversity & Inclusion

To create inclusive working environments and cultures to enable colleagues and clients to feel safe and empowered to achieve their full potential.

12. Miscellaneous

Any other responsibilities relevant to the purpose of the role as required by the line manager. **OR** SHP is at discretion to amend your responsibilities and, in addition to these, you may be required to perform other duties as may be required for the efficient running of the organisation.

Technical and professional know-how needed for position
When completing your application, you will be required to
address (using examples) some of the points below

Experience and Knowledge

- Relevant qualification or equivalent to minimum degree level in a relevant subject which could include psychotherapy.
- Knowledge of Ofsted's key principles for young people in supported accommodation and examples of how you can apply these principles in your work.
- An understanding and experience of applying effective ways of working with this client group, in particular YP's with mental health & attachment needs including emerging personality disorder & significant self-harm.
- Experience of working in a trauma informed and attachment focused way and a good understanding of the principles of this practice, and how they can be related to risk and needs assessment, planning, goal setting and reviews with young people.
- Experience of working with young people to develop life skills and support their involvement in meaningful activities.

Skills and Abilities

- A demonstrable aptitude for working with at-risk young adults in a residential setting and ability to demonstrate through practice how 'Every Child Matters' relates to the young people living in our accommodation.
- An excellent level of numeracy, literacy and comprehension of welfare benefits for under 21's, rents and service charges, as well as an ability to be self-servicing in the use of computers to create letters, minutes & reports.
- An ability and willingness to work a rota that covers weekdays, weekends and bank holidays and may include early starts and late finishes.