

Relationship, Sexual Health and Parenthood Service Descriptor:

The Relationship, Sexual Health and Parenthood (RSHP) Service is a confidential, non-judgemental service that provides support and specialist education to vulnerable young people aged 12-17 and who are experiencing issues with their relationships, sexual health or parenthood.

The RSHP Service offers one to one support and education to young people within (but not limited to) Support for Learning departments, off-site provisions, residential and secure care facilities, community led projects and those not in education, by way of the following:

- Education sessions
- Group work programmes
- Peer Education programmes
- One to one support
- Health and Well-being drop-ins
- Pregnancy testing
- Chlamydia and Gonorrhoea testing
- Condom demonstration and distribution
- Referral to other services for support and information

Specific Duties of Project Worker

Work effectively as part of a small team to develop and deliver education sessions, group work programmes and Peer Education programmes to young people who are experiencing issues with relationships, sexual health or parenthood. Increase young people's knowledge about issues relating to sexual health and relationships and encourage them to make safer choices through education or one to one support.

Offer confidential, non-judgemental and person-centred one to one support.

Carry out pregnancy testing and Chlamydia and, or Gonorrhoea testing.

Attend health and well-being drop-ins and other community events to promote the service.

Support service users to access other specialist support organisations and make referrals where appropriate, for example; education, health care, employment.

Deliver services in line with models of best practice to ensure young peoples' needs are met, including the Curriculum for Excellence RSHP Framework.

Contribute to training needs for external staff and services.

(Support Staff)

CONDITIONS OF SERVICE

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| Hours: | 37 hours are available (both posts) , to be worked on a shift basis in accordance with the project rota which will be designed to ensure that staff are on duty at times appropriate to the clients and service delivery. |
| Contract: | This is a Permanent , post. All posts are subject to a 6 month probationary period. A formal review will take place at 2, 4 and 6 months. |
| Salary: | Salaries are paid monthly, directly into a bank account of your choice. The salary for the Project Worker post for 37 hours per week is £19,871 - £20,432 per annum (both posts) . |
| Sleeping In: | Staff may be required to undertake sleep-in duty in accordance with the project rota. Hours on sleep-in duty are not counted towards normal weekly hours. Payment will be made at £78.75 per night. The sleep-in allowance covers overtime of up to half an hour on night time call out. |
| Waking Nights: | Staff may be required to undertake night duties, payment will be at time and a third for hours worked between 10.00pm - 7.00am. |
| On Call: | The post holder may be required to carry out On Call duties from home. A payment of £16 per shift will be paid for this. |
| Overtime: | Except for night-time call outs overtime is payable only where it is agreed in advance by the organisation. |
| Pension: | Hillcrest Futures offers a pension under the Governments statutory auto-enrolment scheme, which is a Defined Contribution scheme with a company called NOW Pensions. At present staff contribute 5% with the employer 3% to the scheme as of 1 st April 2019. Further details of the scheme are available from the payroll team. |
| Health Plan: | Employees are automatically given free admission to the Health Plan Scheme. The cost for this is met by the Employer. Details will be sent out with the Contract of Employment. |
| Annual Leave: | The holiday year runs from 1 st January - 31 st December. The full holiday entitlement is 32 days inclusive of public holidays. You will |

receive an additional 5 days over a period of 5 years up to a maximum of 37 days leave. Unit Managers will commence on 37 days.

Annual leave is calculated on a pro rata basis for part time staff.

Qualifications: Any offer will be subject to proof of qualifications essential, and where appropriate desirable, to the post.

Rehabilitation of Offenders Act 1974: If you have any unspent convictions you must declare this on your application form.

In relation to 'spent' convictions, there is a list of convictions which must always be declared and a list of convictions that are declared, subject to rules. Failure to disclose relevant information will be regarded as a breach of trust and could lead to dismissal, disciplinary action or withdrawal of offers of employment.

If you are unsure whether or not you need to disclose a conviction/caution, please contact our Human Resources Department for further advice, or you can check by accessing Disclosure Scotland's website at www.disclosurescotland.co.uk and check the 'Frequently Asked Questions'.

Please note that all successful applicants will be subject to a Disclosure check through Disclosure Scotland.

HAVING A CRIMINAL RECORD WILL NOT NECESSARILY DEBAR YOU FROM WORKING WITH HILLCREST FUTURES. THIS WILL DEPEND ON THE NATURE OF THE POSITION, TOGETHER WITH THE CIRCUMSTANCES AND BACKGROUND OF YOUR OFFENCES.

SSSC Registration Staff are required to register with the SSSC in the appropriate worker category within Care at Home and Housing Support Services. SSSC registration must be obtained within 6 months of commencing the post. Failure to register within the 6 month period, may result in your contract being terminated. Staff will be responsible for maintaining their registration throughout their employment with Hillcrest Futures.

Trades Union: Employee's have the right to join a Trades Union of their choice, if they wish, although Hillcrest Futures do not recognise any Trade Union. A Staff Representative group is in place.

No Smoking Policy: Smoking is prohibited in all projects and at Head Office. Designated smoking areas are outside the buildings and should be out of view of service users. This includes the use of E-cigarettes. Employees who are required to carry out their duties in buildings which are out with the control of the organisation are jointly responsible for minimising their own exposure to risk factors such as passive smoking.

Equal Opportunities: Hillcrest Futures is striving to be an equal opportunities employer and has adopted a Policy which aims to ensure that no job applicant

receives less favorable treatment on grounds of race, colour, ethnic and national origins, marital status, gender, age, religion, disability, political or sexual orientations, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Applications:

Please forward applications before the closing date

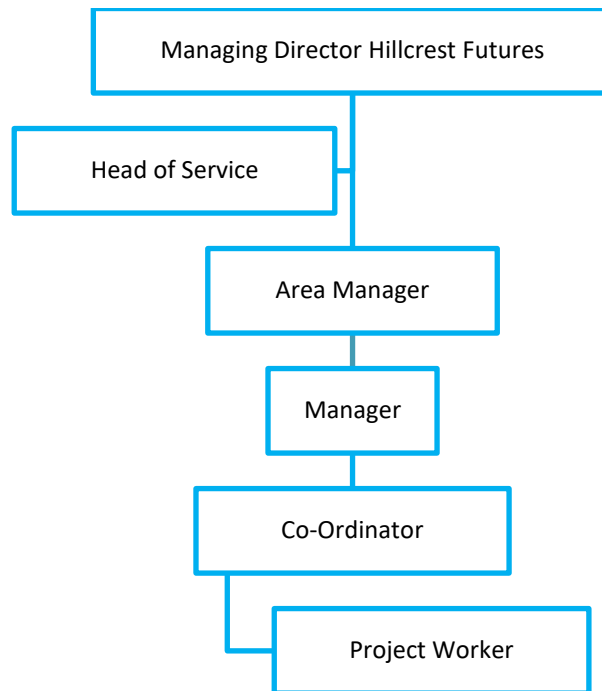
C.V.'s will not be considered.



Job Description

Job Title: Project Worker
Department: Hillcrest Futures
Salary: £19,871 – 20,432 per annum
Responsible to: Manager and Co-ordinator

Organisational Structure



Main purpose of post:

Project workers will provide direct support and interventions to help minimise risks and promote positive lifestyles for individuals supported by the service.

Main Duties:

1. To develop and facilitate group and one-to-one activities in line with service requirements for specific user groups and to provide education and awareness sessions to targeted groups and tailor information to the needs of each group.
2. To promote and market the service to generate appropriate referrals
3. To take lead responsibility for a defined area of practice in the service, as negotiated and agreed with the line manager.
4. To contribute to service improvements.
5. To develop knowledge base in specialism and keep up-to-date with best practice and contribute to the local and national discourse in the field.
6. Effective communication.
7. To mentor and support the induction of new staff.
8. Contribute to team learning and development.
9. To provide comprehensive, strength-based assessment of personal and social needs and support people to achieve their goals as defined in their Personal Outcome Plan.
10. To provide a range of one-to-one and group interventions to promote change, including crisis support, counselling support, information and advice, awareness-raising, brief interventions, peer support groups, mutual aid, relapse prevention, employability and diversionary activities.
11. To raise awareness in the community supporting family members, friends and concerned others, community members and other professionals on risk behaviours and promote equality and reduction of stigma.
12. Out-of-hours and weekend work may be required as prescribed by the needs of the service.

Service Specific Duties:

The service descriptor document is part of this Job Description and should be referenced in accordance to specific duties.

Any Other Duties:

The post holder may be required to perform duties other than those given in the job description for the post.

PERSON SPECIFICATION – PROJECT WORKER

| Attribute | Essential | Desirable |
|---------------------------------------|---|---|
| Experience | <ul style="list-style-type: none"> • Experience of working with adults and, or young people from the service user group • Experience of developing and facilitating groups, | <ul style="list-style-type: none"> • Experience of one-to-one work • Experience of community-based work |
| Proven Competencies | <ul style="list-style-type: none"> • Ability to initiate and facilitate appropriate support mechanisms and a range of interventions including structured one-to-one and groups • Ability to work in partnership and develop initiatives with other professionals, agencies and community groups • Good communication skills, both oral and written • IT skills • Ability to work within a team environment • Ability to use own initiative • Good timekeeping and time-management/organisational skills • Ability to deliver awareness-raising and educational sessions to a range of stakeholders (project specific) | <ul style="list-style-type: none"> • Ability to facilitate peer support groups and develop peer-led initiatives • Ability to develop information materials on a range of specialist topics to inform service users, public and other professionals • Is adaptable and open to change and open to continuous learning and development |
| Education and or Qualification | <ul style="list-style-type: none"> • Educated to SCQF Level 7 SVQ3 Health and Social Care or equivalent • Willing to undertake training as required | |
| Service Specific | <ul style="list-style-type: none"> • As per service descriptor • Car driver and use of car | <ul style="list-style-type: none"> • Hold counselling skills qualification • Specialist creative arts training |