**Job Description and Person Specification for Re-Building Bridges support workers**

**Job Title:** 1:1 Keyworker/Specialist support workers

**Contract duration:** 1 year fixed-term contract (until 30th June 2023)48 weeks per annum (39 weeks term-time + 9 weeks during school holidays)

**Hours:** 22hrs per week Flexibility in terms of how many sessions per week you are able to commit to on a regular basis.

**Hourly Rate:**£12.21 - £15.47 (depending on qualifications and nature of work)

**Reporting To:** Specialist services senior Manager

**Location:** Camden - Sessions will be delivered in the local community or trips out to other London locations.

**Training:** Candidates will be given a full induction and relevant training.

**Annual Leave**: 28 days per annum (including public holidays) pro rata.

**Job Purpose and Context:**

Upon joining PACE you will help to build the reputation of our young and rapidly expanding organisation by contributing to the delivery of truly inclusive services and striving for excellence.

Your primary responsibilities will be supporting children and young people with;

Special educational needs and/or disability including learning disabilities

Social emotional and mental health (SEMH) needs

Neurodevelopmental conditions (e.g. Autism Spectrum Disorder, ADHD)

Behaviours of concern (challenging behaviour)

Who are:

* Not engaging with / refusing school
* Not accessing short breaks services
* Attending an alternative curriculum
* At risk of exclusion or placement breakdown

PACE aims to eliminate discrimination, promote equality of opportunity and provide the opportunity for children, young people and families to gain a greater understanding and acceptance of each other. The post holder will work as directed by the Project Coordinator, delivering:

1:1 support during school hours

1:1 support After-school hours and Holidays

Small group work After-school hours and holidays

Parenting support group (1 post)

**The Main Purpose of the Job:**

To work in partnership with young people, CAHMS psychologists, schools and education services, parents, carers and other professionals to support and provide respite to parents and young people who are:

Not engaging with / refusing school, not accessing short breaks services, attending an alternative curriculum, at risk of exclusion or placement breakdown

* To help young people to develop the skills and abilities which reduce the risk of placement breakdown and permanent exclusion.
* Building positive relationships with young people, providing support advice and guidance to help them to address issues which affect their ability to engage within the school setting.

**Main Responsibilities:**

* Planning and delivering a programme of varied positive activities and outings.
* Work respectfully with young people and their families, responding positively to diversity and promoting a positive peer culture.
* Provide regular, planned periods of respite to families/young people, as agreed with the parents/carers and the commissioning body
* Support children to develop life skills, social skills and communication skills.
* Implement safeguarding, health and safety policies and procedures report any concerns or risks to the Coordinator and the referrer.
* Support children with any personal, behavioural, emotional or Special Educational needs in line with PACE’s ethos and policies ensuring the child’s rights to respect and dignity.
* Regular evaluation of the impact of the service & activities by completing daily and half-termly reports.
* Liaising with and building positive relationships with other involved agencies, in order to provide an integrated support network for the young person.
* Undertake any other duties as may be required from time to time.

**Person Specification**

**Essential requirements of the post:**

1. **Experience and Qualifications**

Experience of working with children and young people with Special educational needs and/or disability including learning disabilities, Social emotional and mental health (SEMH) needs, Neurodevelopmental conditions (e.g. Autism Spectrum Disorder, ADHD), Behaviours of concern (challenging behaviour)

Experience of working independently with young people on a 1:1 basis.

Experience of small group work delivering positive activities and play opportunities

1. **Knowledge and Understanding**

Knowledge and understanding of risk factors that can have an influence on outcomes for young people.

Knowledge and understanding of safeguarding, health and safety policies and procedures and the professional confidence to implement them appropriately.

Knowledge and understanding of the benefits of key-working for young people who find it hard to have trusting and respectful relationships with adults in authority.

1. **Skills and Abilities**

To have the skills and ability to engage disaffected young people to explore a wide range of activities and experiences.

To work effectively with young people, parents, carers and professionals.

To communicate with young people in a way that is consistent with their level of understanding, culture, background and preferred way of communicating.

The ability to work independently and use initiative.

The ability to manage a small budget.

The ability to reflect on practice.

The ability to work in a small team

1. **Personal Qualities**

Flexibility and the ability to vary and change according to young people’s needs.

Creativity and imagination

Patience and empathy

1. **Desirable**

A relevant qualification in playwork, youth work, or equivalent.

Experience of supporting children and young people in an educational setting.