

Yvonne House & Community Recruitment – September 2018

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Recruitment Details

Please specify your preferred post

- Yvonne House is a 9-bed Therapeutic Residential Home for young women leaving the care of London local authorities.
- Young Futures Community Placements support young people leaving care in semi-independent flats across South East London.

Recruitment and Selection Timetable

Event	Date
Advertisement placed on Guardian Jobs website	Monday 17 th September 2018
Closing Date Send applications by email only	Monday 15th October – 9am *Extended*
Notification of shortlisting	Tuesday 16 th of October
Interviews	18 th and 19 th of October
Notification of Conditional Offer of Employment	Friday 19 th October (Latest)

Job Description & Person Specification for Key-Worker in Community or Yvonne House

Location	<p>Either:</p> <ol style="list-style-type: none"> 1. Yvonne House on Wandsworth Road – 24 Hour Therapeutic Unit 2. Semi-independent flats in the Community (SE London)
Salary	<p>£26,400 per annum</p> <ul style="list-style-type: none"> • Community Staff receive Z1-3 Travelcard due to outreach role. • Both YH and Community staff receive a monthly wellbeing fund
Hours	<p>Full Time – Community Working Hours are Monday to Friday with some weekend and evening work. Yvonne House Shifts are Early (8am – 4pm), Late (1pm – 9pm) or Mid (variable). This includes some weekend work.</p>
Responsible to	<p>Yvonne House Managers or Community Managers</p>
<p>Summary of Role</p> <ol style="list-style-type: none"> 1. Yvonne House <ul style="list-style-type: none"> • You will help and support young women, leaving the care of the local authority in training studios in our therapeutic 9-bed female only unit Yvonne House. • You will co-keywork 2-3 young people, and lead on an area of specialism. 2. Community <ul style="list-style-type: none"> • You will help and support young women, young parents and young men, leaving the care of the local authority in a semi-independent training flat. • You will key work up to 7 young people, and lead on an area of specialism. 	<ol style="list-style-type: none"> 1. Ensure that Young Futures policies, procedures and values are adhered to at all times, (eg. Professional boundaries policy, health and safety, risk management procedure etc.). 2. Keeping the relationship with the young people at the heart of the work by adopting and encouraging a person-centred, therapeutic / attachment-based approach to all aspects of work in Yvonne House (eg: Understanding of Attachment Theory, trauma-informed working, Motivational Interviewing, CBT, Wellbeing Practice etc.). 3. Help develop a Programme to Independence for the young people in residential or high support semi-independent accommodation to independence. 4. Plan and deliver a range of 1:1 sessions to meet the needs of individual young people and look to develop life and social skills (including self-care, communication skills, confidence and self-esteem and future aspirations, budgeting, money management, emotional well-being, etc.) 5. Organise and lead on innovative Sports, Culture and Arts activities (Community) and group work activities with young people (Yvonne House). Support the development of an interactive and engaging sessions and programmes, with regular reflection and evaluation of its progress. 6. Support and where appropriate, assist service users to maintain a healthy living environment by keeping their training studios/flats clean, reporting maintenance, understanding and following the rules of their Young Futures’ contract. 7. Continually assess for changing needs and risks of all the young people in the Community and living at Yvonne House. Ensure relevant actions, safety plans and therapeutic thinking is carried out in response to safeguarding concerns.

	<ol style="list-style-type: none"> 8. Assisting with the response to, recording and reporting of incidents and accidents. 9. Contribute constructively and thoughtfully report to social care, and handover to colleagues by writing relevant and useful information, as well as engaging in therapeutic thinking with your colleagues and therapists. 10. Keep up-to-date knowledge about education, employment and training opportunities and address any barriers through 1:1 key-work, with the aim of increasing engagement with EET activity. 11. Provide access to quality arts, sports and cultural activities and events and encourage service users to try new things. 12. Support young people to express their views, develop positive relationships and contribute to Young Futures services as well as their wider community 13. Keep accurate, timely and secure records in the form of weekly progress and development reports, LAC reports, incident reports risk assessments, outcome star needs assessment, key-work tracking 14. Prepare for and attend meetings such as placement meetings, college meetings and other professional meetings according to the needs of the young people. 15. Build positive relationships with stakeholders including social workers, neighbours and other professionals involved in the support of young people on your caseload. 16. Preparing training studios (set up kits, maintenance, professional cleaning) to ensure that service capacity is maximised.
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Person Specification for Residential or Community Keyworker

Those skills and competences highlighted in red will be tested in your written application form

Knowledge	<ol style="list-style-type: none"> 1. Up-to-date knowledge on safeguarding children and young people and London Child Protection Procedures. 2. Good understanding of the importance and limits of confidentiality. 3. Good understanding of health and safety requirements as they affect working with young people in a 24 hour residential setting or an outreach setting. 4. Good understanding of how the post relates to the 5 Every Child Matters outcomes. 5. A general understanding of the principles of at least one of the following: Cognitive Behavioural Therapies; AMBIT (Mentalization);
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	<p>Drama Therapy; Art Therapy; Motivational Interviewing; Key Working; Life Coaching.</p> <p>6. Understanding of Benefits and Independent Living Skills</p>
Qualification & Experience	<p>7. A minimum of 2 years experience, whether voluntary or paid, in working face to face with young people, especially with those that are hard to reach.</p> <p>8. Proven track record of achieving targets and positive outcomes</p> <p>9. Experience of planning and delivering key working sessions/life coaching/teaching/tutoring.</p> <p>10. Use IT - able to use the basic desktop functions (MS Office) and appropriate technology to do the job.</p>
Valuing Diversity	<p>11. Value people, their diversity and contributions – treat everyone fairly with respect and dignity and respond sensitively to differences; being approachable and actively co-operating with others; encouraging participation.</p>
Other	<p>A satisfactory attendance record (normally less than 5 days absent in a year) but taking into account individual circumstances.</p> <p>An enhanced level DBS check that is satisfactory to us.</p>
