



roundabout
YOUR LOCAL YOUTH HOUSING CHARITY

GROUP LIVING SUPPORT WORKER

Role Description

CONTENTS

- 3 Job Description**
- 3 Role Purpose**
- 4 Key Accountabilities**
- 6 Other Duties**
- 6 Safeguarding Responsibilities**
- 6 Work Perks**
- 7 Person Specification**
- 9 Application Dates**
- 10 Equal Opportunities Monitoring**
- 11 Safe Recruitment**
- 12 How to Apply**



JOB DESCRIPTION

Job Title	Group Living Support Worker	Reference	GLSW.05.24
Salary	£26,579 per annum	Location	Sheffield/Rotherham
Hours	37 hours per week	Team & Line Manager	Group Living Tamsin Allen

ROLE PURPOSE

At Group Living we support young people aged 16-18 who are Looked After and Care Leavers. We are a residential service, with each of our projects housing 6-7 young people. We are a 24/7 staffed service, enabling us to build a safe and homely environment and provide the security and understanding that our residents need.

During their time at group living, we support our residents to develop their independent living skills to work towards moving on to their own property.

You will be playing a vital role, key working our residents to develop life skills, make safe choices, manage their mental wellbeing and build up a community network. You could be supporting our residents to manage complex issues, such as family breakdown, substance misuse, navigating the asylum process for our asylum seeking residents, amongst many others. This is in addition to helping them with more day to day challenges such as budgeting, education and employment, preparing for adulthood, and maintaining a tenancy.

We work as part of a team with some shifts lone worked covering days, waking nights, and some weekends. The Group Living service has three 24/7 staffed projects in Sheffield, one in Rotherham, and a team who work to support young refugees in unstaffed properties. Together we provide a community for our young people and help them prepare for the next step in their life.

KEY ACCOUNTABILITIES

- Work with young people in a flexible and person-centred way to achieve goals and targets
 - Work with young people to create personal support plans ensuring that their wellbeing is safeguarded and progress is recorded
 - Undertake appropriate risk assessments and continue to risk assess daily
 - Assist young people to have a voice, to feel safe and to make safe mistakes
 - Be an advocate, helping young people to understand their rights now and in the future
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- You will be planning and delivering life sessions to young people to promote their hobbies and interests in order to develop their independent living skills
 - You will professionally represent the organisation at external and internal meetings
 - At Roundabout we work with multiple agencies including social care, education providers, legal services and health professionals, to ensure our young people receive the tailored, person-centred support which they are entitled to
 - Complete accurate and up to date recordings using Roundabout's case management system and ensure clear, factual and relevant communication when handing over shifts
 - Within the Team ensuring the furnishings, equipment and home environment are maintained to a high standard and are clean and tidy at all times

OTHER DUTIES

- Demonstrate an understanding of the needs of young people and an ability to communicate to young people
- Group Living has multiple sites across Sheffield & Rotherham, and while you will primarily be based at one project, we work together as a service, often bringing our residents together and supporting each other across sites. There may be times when you help another project with shift cover or supporting one of their residents
- Undertake, as required, any other duties compatible with the level and nature of the post or reasonable required by managers. Report to the Manager, the wider team in staff team meetings and attend regular supervision
- Adhere to Roundabouts policies and procedures at all times
- Reflect on your practice and as part of the team, contribute to the evaluation and development of the service
- Such other duties as may be required by the CEO and Fundraising and Communication team for the benefit of any Roundabout stakeholders
- Act in the best interests of Roundabout at all times Maintain professional internal and external relationships that meet the charity's values
- Participate in training and undertake appropriate learning and development, as identified through appraisal and regular reviews with line manager
- Report any safeguarding issues

SAFEGUARDING RESPONSIBILITIES

- Maintain up to date knowledge and skills in safeguarding
- Safeguarding incidents; medication errors; other incidents and accidents errors are appropriately responded to and reported
- Accurately record personal data and maintain integrity of those records in line with data protection
- Follow safe and effective processes and procedures for the involvement of autistic young people

WORK PERKS

	25-30 Day Annual Leave Allowance		Cycle to Work Scheme
	Generous Westfield Health Package		Team and Organisational Away Days
	Regular Supervisions		Frequent Social Events
	Internal and External Training and Development Opportunities		Roundabout will match up to 5% of your pension contribution
	Flexible Sickness Policy		Voluntary Opportunities



PERSON SPECIFICATION

Specific Knowledge, Experience and Skills

A minimum of 12 months' experience of working with vulnerable young people in a residential or alternative setting

Have excellent interpersonal and communication skills and experience of multiagency working in the support of young people

Experience of undertaking Risk Assessments, Support Plans to support young people towards independence alongside maintaining Health & Safety

Excellent IT skills, including a working knowledge of database recording systems with the ability to maintain appropriate records and monitoring systems

Training and experience of safeguarding young people and managing risks

A good working knowledge of the issues faced by young people and UASC (unaccompanied asylum-seeking children)

Demonstrable knowledge and have experience of a case management system that focuses on a person centred and strength based approach

Ability to lone work and use own initiative and work as part of a team to prioritise and deliver support

Ensure confidentiality and GDPR is upheld and maintained in accordance with organisational policy and relevant legislation

NVQ Level 4 qualification or willingness to work towards this

PERSON SPECIFICATION

Personal Attributes

Ability to operate in a busy working environment, managing time and workloads effectively

Ability to be emotionally resilient, adapting in the face of challenging circumstances

Skills to empathise and believe in young people, enabling them to achieve their goals and aspirations

Ability to think creatively and input into service delivery by contribution at team meetings, away days and reflective practice sessions

Strong interpersonal and communication skills, both written and verbal to build rapport ensuring young people, colleagues and external agencies are fully informed at all times

A professional approach and willingness to promote the service and wider organisation

APPLICATION DATES

To apply for this role, please download an application form on Roundabout's website

Stage	Date
Closing date for applications:	Tuesday 21st May 2024
Successful candidates informed of outcome of application:	Wednesday 22nd May 2024
Proposed Interview:	Wednesday 29th May 2024

If you would like any more information about this role, please contact the Project Manager:

Tamsin Allen

tamsin.allen@roundaboutltd.org



EQUAL OPPORTUNITIES MONITORING

Roundabout is an equal opportunity employer. We are fully committed to equality of opportunity and diversity and we warmly welcome applications from all suitably-qualified candidates. We welcome applications regardless of race, colour, nationality, ethnic or national origins, religion or belief, sex, sexual orientation, gender identity, gender reassignment, marital or civil partner status, pregnancy or maternity, disability, or age. All applications will be considered solely on merit.

Roundabout is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an Enhanced DBS check.



SAFE RECRUITMENT

Roundabout is committed to safeguarding and promoting the safety and well-being of young people in its services. Roundabout complies with the statutory legislative requirements and guidance that seeks to protect children and young people. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

Role descriptions and person specifications make reference to safeguarding and all posts are subject to a Disclosure and Barring Service certificate (DBS). All advertisements include our safeguarding statement and commitment.

At the application stage, all applicants are scrutinised to verify identity and academic or vocational qualifications. Professional references are requested using our standard proforma for shortlisted candidates.

References should be from the two most recent employers.

References are checked against previous employment history and gaps in employment. Our standard reference proforma makes reference to suitability to work with children and young people. Professional references must be obtained from professional email addresses.

The application form requires applicants to complete a disclosure of any criminal convictions

Only those candidates meeting the criteria outlined in the person specification will be shortlisted.



roundabout
YOUR LOCAL YOUTH HOUSING CHARITY

Charity Number: 1061313

Please send your completed
application to :

recruitment@roundaboutltd.org



Roundabout Ltd



roundaboutsheff



RoundaboutSheff



Roundabout, Sheffield