

Job Description

Peer Worker Outreach Service

Re:d Peer programme is a public social partnership (PSP) comprising of Edinburgh Cyrenians, EVOC, NHS Lothian, Scottish Churches Housing Action, Health in Mind and Volunteer Development East Lothian. The partnership has been developed to explore innovative and collaborative responses to reducing reoffending through peer support.

Following a successful pilot project, the partnership have secured funding to provide a Peer Worker Programme, which will focus on adult offenders with multiple and complex needs receiving support from paid, peer mentors who themselves have lived experience of the community justice system.

The PSP steering group will have overall responsibility for the delivery and evaluation of the project, however **Cyrenians** will be managing the operation of the project and will employ the peer mentors.

For almost 50 years, Cyrenians (a Scottish Charitable Incorporated Organisation (SCIO), registered charity number SC011052) has served those on the edge; working with the homeless and vulnerable to transform their lives. Our Vision is an inclusive society in which we all have the opportunities to live valued and fulfilled lives. We work to make that vision a reality though our Mission to support people excluded from family, home, work or community on their life journey.

We aim to offer consistently excellent service across all locations and in all our activities. Our way of working is built on our four core values:

Compassion: We believe that everyone should have the chance to change, no matter how long that might take.

Respect: We believe in tolerance, acceptance, valuing diversity and treating each other as equals.

Integrity: We are committed to the highest quality of work, grounded in honesty, generosity, sincerity and professionalism.

Innovation: We are willing to take risks, challenge convention and be very creative in our search for new ways of working, in particular by taking account of the environmental impact of our decisions.

1 Background to Role

Based in Edinburgh, the project will have a focus on supporting people who have had or are in contact with the community justice system over the age of 17 who live within Edinburgh.

The project is delivered by 2 part time peer workers (each working 16 hours a week) who will also be able to support each other in their learning. The post-holders will be ex-offenders, with experience of the Community Justice System, and able to utilise this experience in assisting others who have had or are in contact with the Community Justice System. The post holders will work to a strengths based, person centred model and will actively work with clients to identify goals and strategies to achieve these.

2 Main Tasks and Responsibilities

Establishing helping relationships and providing practical help and support:

- Sharing personal experiences in a way which is purposeful and intentional within formalised peer support
- Empower people to make positive and informed life choices
- Provide information, support or to signpost service users to relevant services they may require
- Accompanying service users to meetings and activities
- Identifying and supporting access to community resources and natural supports within the community
- Supporting the development of problem solving skills and promoting independence
- Supporting people to identify and work towards goals

Participating and contributing to training and events

- Undertake training appropriate to delivering your role
- Represent Re:d Peer Programme when required

Promoting the service to gain new referrals

- Establish systems for joint work and information sharing with local services and partner agencies
- Build productive and respectful relationships with supporting partners
- Communicate routinely with other staff within the team and, external agencies
- Promote awareness and understanding of Peer Work

Monitor, evaluation and reporting

- Participate in planning, monitoring and evaluating the impact of the service
- Keep all records and service users' files updated regularly and accurately
- Ensure Service users are regularly involved with reviewing their own progress and distance travelled data is collected
- Helping design and implement systems to evidence the impact of the project
- Routine collection of 'exit feedback' from service users

Decisions and Judgment

- Plan your own workload on a day-to-day basis
- Ability to recognise change in service users and know when to draw the attention to the line manager

- Prioritise due to unplanned changes as they arise

Management of workload and time

- You will need to be able to work unsupervised and exercise initiative when providing service user support
- The majority of your time will be devoted to having direct contact with service users, mainly on a one-to-one basis
- Ensure appropriate systems are in place for service users records and documentation

Most challenging part of the job

- You will have to manage competing demands on time
- You will frequently and directly be exposed to highly emotive information on a regular basis, including working with service users’ narratives and experiences
- You will have to develop and maintain relationships with other peer workers

Additional Tasks

- Ensure delivery is within the guidelines presented in Cyrenians policies and procedures
- Engage in regular support and supervision with Line Manager
- Participate in meetings relevant to the role.

3 Person Specification

Knowledge and Experience	
Ability to share experience in a way that is accessible and/or relatable to others	Essential
Understanding of the barriers faced by those experiencing severe and multiple disadvantage	Essential
Working/Voluntary Experience	Desirable
Knowledge of community resources that might support people who experience severe and multiple disadvantage	Desirable
Skills and Attributes	
Ability to utilise personal experience of the Community Justice system to support and empower others	Essential
Ability to form and maintain supportive relationships	Essential
Strong communication skills	Essential
Ability to share experience whilst maintaining professional boundaries	Essential
Computer and I.T. Skills	Essential
Ability to manage own caseload	Essential
Ability to relate to people in a variety of contexts	Essential
Experience of advocacy or brokerage	Desirable

Initiative	
Manage own time and workload to meet the needs of the service	Essential
Work under minimal supervision in a way that best supports the needs of those who use the service	Essential
Values and approach	
Ability to respect the choices of others	Essential
Compassionate and inclusive	Essential
Tolerance and flexibility	Essential

4 Terms & Conditions

<u>Employer:</u>	Cyrenians
<u>Accountability:</u>	Re:d Steering Group and Cyrenians Board of Trustees via Cyrenians Chief Executive Officer
<u>Line Manager:</u>	Outreach Services Manager
<u>Liaison with:</u>	Service Users and Employees
<u>Workplace:</u>	Norton Park, Edinburgh
<u>Working Hours:</u>	Two days a week (16 hours)
<u>Annual Leave</u>	25 days, plus 10 public holidays (pro rata)
<u>Salary:</u>	£20,798 - £23,256 (SCP20-24) pro rata. This equates to a pro-rata salary of £8,993 per annum for a 16 hour week on SCP20.
<u>Pension:</u>	Auto enrolment into Qualifying Workplace Pension Scheme (QWPS) which is a Group Stakeholder Pension Scheme current contributions being 3% employee and 2% employer. Option of enhanced Employer contributions to the same QWPS of 6% initially, rising to 9% after 2 years and 12% after 5 years (subject to employee contributions of 6%). Employer contributions to the Group Stakeholder Pension Scheme of 6% initially, rising to 9% after 2 year and 12% after 5 years (subject to employee contributions of 6%).
<u>Disclosure:</u>	PVG check required
<u>Funding:</u>	This post is currently funded until 31 st March 2020

5 Application deadline and Interview dates

<u>Closing date:</u>	Wednesday 25 th April 2018 12 noon
<u>Interview date:</u>	Tuesday 1 st May 2018
<u>2nd Interview:</u>	TBC

Please refer to the Recruitment Information leaflet for further information on completing and submitting your application form.