

Role Description

Key Worker (casual work), LEAP Out of Hours Care Project

Evenings, night shifts and weekend hours available

For over 50 years, Cyrenians has tackled the causes and consequences of homelessness. We understand that there are many routes into homelessness. And that there is no 'one size fits all' approach to supporting people towards more positive and stable futures.

Our mission is to tackle the causes and consequences of homelessness through learning from lived experience; by delivering targeted services which focus on prevention, early intervention and support into a home; and by influencing changes in legislation and policy.

Our way of working is built on four core values, which are at the heart of all our work and decisions:

Compassion Respect Integrity Innovation

[Read more about us and our values](#)

1 General

About the service

Cyrenians recognise the links between substance misuse and Homelessness, and are committed to supporting people to access the help they need to reduce harm to themselves and the community and maximise recovery.

The NHS Lothian and Edinburgh Abstinence Project (LEAP) is an intensive programme for those who want to stop drinking or using drugs. The programme is delivered over 12 weeks and participants attend a structured programme Monday to Friday at Woodlands House. During the programme up to 11 participants at a time live within our therapeutic community, where we provide a supportive and safe space outside of the structured programme, maximising engagement.

About the role

We are seeking casual key workers to be part of a team supporting residents while they live at our therapeutic community. You will support residents on their individual paths to recovery.

We value the importance of lived experience within our team and use learning from the community to adapt our service and co-produce our wellbeing programme.

2 Tasks and Responsibilities

Support and encouragement

- To provide emotional support to participants during shifts.
- Encourage participants to engage in activities and attend mutual aid meetings.
- To monitor significant changes in mood or participation, sharing with the programme therapy team as deemed necessary.
- To create and uphold a culture of respect and equality.
- To support the community to manage difference and resolve conflict in an appropriate manner.
- Support community members to adhere their treatment 'contract'.

Wellbeing activities

- Support the group with preparation and sharing of meals together.
- To welcome and host weekend in-reach peer workers (weekends).
- To welcome and host weekend mutual aid visitors (weekends).

Building safety and security

- To ensure that the building is kept safe and secure.
- Support and encourage residents to be responsible for the shared environment and their own rooms and belongings.
- To ensure that COVID specific health and safety procedures are developed, reviewed and updated as guidance is changed; and that these are adhered to by residents and those visiting the building.
- Communicate any maintenance issues to the Senior Key worker and Building Manager.
- Ensure fire assessment sheets are completed.
- Complete weekend-specific building requirements such as flushing the water system (where appropriate).
- Ensure hygiene and cleanliness in the kitchen are upheld.

Monitoring and evaluation

- Keep accurate and up to date records relating to the work you are carrying out.

Communication, Meetings and Events

- Provide/receive handover to the therapy team from the core programme and colleagues during shift change.
- Respond to any incoming enquiries with strict adherence to data protection.

3 Person Specification

Knowledge and Experience	
Experience of working with and supporting vulnerable individuals or groups	Essential
Experience of working in a residential setting	Desirable
Knowledge of issues that lead to or affect addiction and recovery	Essential
Understanding of peer and mutual aid support	Desirable
Experience of monitoring and evaluating work	Desirable
Lived experience of recovery	Desirable
Qualifications	
Relevant training such as: Trauma Informed Practice, First Aid Training, Fire Warden Training, Food hygiene	Desirable
Skills and attributes	
Excellent organisational skills	Essential
Confident decision maker and able to work autonomously	Essential
Excellent relationship building skills and strong personal boundaries	Essential
Patient and respectful of all people, whatever their background or presenting behavior	Essential

4 Terms & Conditions

<u>Employer:</u>	Cyrenians
<u>Line Manager:</u>	LEAP Senior Key Worker
<u>Workplace:</u>	Marchfield, Edinburgh
<u>Working Hours:</u>	Casual work
<u>Salary:</u>	£14.66 per hour (waking hours) This is made up of an hourly rate of £12.65 plus £2.01 per hour to reflect any entitlement to annual leave; and £84 for a 7-hour sleep over shift.
<u>Disclosure:</u>	PVG membership (adults) is required SSSC registration is also required within 3 months of starting the post

5 Application deadline and Interview dates

Recruitment for this role is open, i.e. there is no set closing date. We will review applications as they are received and arrange to meet with candidates that we wish to take forward (usually within 10 days of receipt).

This vacancy opened on 27/02/2026 and will be closed once we have appointed.

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