## Our Vision

**Make life great for Children and Young People**

## Our Mission

**To empower Children and Young People who haven't had a fair deal – to have a home, strengthen their mental health and be part of a community**

## Our Ethos

**We need each other to make life work**

## Our Values

**We make our own choices**

**We are loving and compassionate**

**We take risks**

**We make mistakes and learn**

**We never give up**

# MACS SUPPORTED HOUSING SERVICE JOB DETAILS

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| **Job Title:** | Sessional Worker |
| **Funding:** | Funded by the Supporting People Housing Executive & Area Trust |
| **Responsible to:** | Supported Housing Manager/Team Leader |
| **Location:** | University St Belfast/ English St Downpatrick/ Canal St Newry/ Longstone St Lisburn |
| **Salary:** | £16,024 pro rata (calculated based on 36 hours per week) |
| **Hours of Employment:** | Occasional Shifts. Shift patterns will very in each location. There are typically waking and sleeping shift, early shifts are typically 6pm – 6am, late shifts are typically 9pm – 9am. |
| **Holidays:** | Leave is pro rata from Full Time employment (30days) and will be determined by total hours worked on a daily basis |

**It will be a requirement of this post to be registered with the Northern Ireland Care Council (NISCC).**

## JOB DESCRIPTION / PERSON SPECIFICATION

### SERVICE OVERVIEW

Newry, Downpatrick, Lisburn and Belfast Supported Housing Services (Move in to Move On) provides supported housing for young people who are homeless or leaving care to make the transition to interdependent living and their own tenancy. Lisburn and Downpatrick Services include short term (up to 10 days) 'Assessment' accommodation for 16/17 year olds presenting as homeless. The Service delivers high quality support to young people aged (16 – 21) to build the skills and confidence to maintain their own homes. Young people live with us for up to 2 years before moving on to their own tenancy in the community.

**ROLE OVERVIEW**

To provide an accessible point of contact at night / weekends and to promote the protection and safeguarding of young people living at MACS. To assist young people as they transition into adulthood and plan for their move on from Housing into the community

**CORE DUTIES AND RESPONSBILTIES**

**This Job Description demonstrates the job role, who you will be accountable to in carrying out your duties and an explanation of why.**

| Job Role | Accountable to | Why? |
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| To be able to work with compassion and resilience. | Young People<br><br>Team | To provide the best service for young people and ensure their wellbeing and that of the team. |
| To provide young people with support in order for them to transition into independent living. | Young people<br><br>The Team<br><br>Organisation | It is the responsibility of the team to ensure that the young people living with us are receiving the right support in order to prepare them for moving on from MACS. |
| To provide holistic support (one a one to one and group basis) to all young people accessing the service. | Young People<br><br>The Team<br><br>Organisation | To provide support based on the young people's needs. |
| To use reflective practice, and develop both personal and team learning and promote best practice when working with young people. | Team<br><br>Young People<br><br>Organisation | In order to contribute to a skilled and continually developing team.<br><br>Learning and development promotes competence, resilience and compassion when working with young people. |
| Working as part of a team to provide a safe and nurturing environment for the young people. | Young People<br><br>Team | Young people can benefit from security, structure and routine in a non-judgemental environment; this is important to allow young people the opportunity to develop relationships in a safe environment. |
| Promote routine, education and training options with young people. | Young People | Important for young person to gain life skills, education and employment to promote positive outcomes. |
| Identify the need for group work activities, creating and facilitating groups to enhance personal and social development. | Young People<br><br>Team | To provide opportunities to young people to manage social isolation and loneliness. |

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| To work as part of a team to carry out day-to-day tasks in order to help the young people reach their desired goals. | Young People<br><br>Team | Consistency throughout the team, which creates transparency for the young people. |
| To provide practical and hands on support regarding budgeting, cooking, cleaning and running a home in conjunction with the young people's support plans. | Young people<br><br>Team<br><br>Organisation | To provide support based on the young people's needs. |
| To support the move in and move on process. | Young People<br><br>Team<br><br>Organisation | To provide support based on the young people's needs. |
| To take direction in responding to arising safety concerns including adhering to safety plans in order to promote safeguarding and child protection. | Young People<br><br>Team<br><br>Service Manager | To safeguard young people and staff. |
| Recording and communicating in line with organisational and statutory requirements. | Team<br><br>Service Manager<br><br>RQIA | Young people's information is kept safe and secure. MACS adhere to GDPR guidelines and promote transparency with young people in how information is shared. |
| To adhere to Organisational policy and procedures and NISCC code of conduct. | Team<br><br>Young People<br><br>Service Manager | Policy and Procedures provide organisational guidance to ensure the safety and wellbeing of young people, the service and the team. |
| Ensure health and safety standards are maintained and any concerns or repairs are reported promptly. To ensure the security and safety of the house. | Team<br><br>Young People<br><br>Service Manager | To adhere to the health and safety Policy and Procedure. To ensure the houses are safe and maintained to the desired standard. |
| To liaise and build relationships with all services involved in supporting young people. | Young People<br><br>Organisation | It is important that staff develop professional relationships and work in partnership in supporting and meeting the needs of young people. |
| To work alongside other supported houses and services to promote organisational ethos and objectives. | Team<br><br>Young People<br><br>Organisation | To ensure all services are promoting the organisational ethos. |
| To prepare and engage in monthly supervision. To | Young People | To promote best practice in supporting young people and staff development. |

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| ensure ongoing professional development. | Line Manager | |
| To encourage and support young people to be involved in participation within MACS and outside of MACS. | Young People<br>Team<br>Organisation | To ensure that the voice of the young person is heard and are involved in the development of the organisation. |
| To ensure complaints are managed in accordance with Policy and Procedure. | Young People<br>Line Manager<br>Organisation | Complaints are managed appropriately and promptly and young people feel safe and secure in their home. |
| To promote a positive neighbourhood both within housing and in the local community. | Young People<br>Team<br>Community | To contribute positively to the community. |
| Contribute to the induction of staff. | Young People<br>Team<br>Organisation | To promote a consistent service to young people ensuring all staff are supporting young people in accordance with MACS ethos, values and policy and procedures. |
| To consult and make decisions as part of a team | Young People<br>Team<br>Organisation | To ensure team cohesion, safe and effective practice. |
| Undertake any other duties depending on the needs of the service. | Young People<br>Team<br>Organisation | Responding to arising needs of the service and always putting young people first. |

## PERSONAL REQUIREMENTS

- The ability to build personable, purposeful and transparent relationships with young people.
- The commitment to work in accordance with MACS ethos and value base.
- The ability to communicate effectively to a wide range of people, including young people, verbally and in writing.
- The willingness to accept direction and supervision.
- The ability to reflect on practice, identify learning needs and take responsibility for continued professional development (with line management support).
- The willingness to work flexibly to respond to the needs of young people and to ensure the viability of the service

- The ability to maintain a comprehensive and up to date written record of work undertaken.
- To have the commitment to undertake relevant training.
- To be resilient and compassionate in a challenging environment
- To have good time keeping, time management skills and organisational skills.
- The ability to work on own initiative and as part of a Supported Housing team and within the Organisation.
- To represent the organisation in a professional manner.
- To bring enthusiasm and commitment to MACS.

## PERSON SPECIFICATION

| SKILLS AND KNOWLEDGE REQUIRED BY POST HOLDER | |
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| **CRITERIA 1** | |
| 3 months paid experience or 6 months voluntary of supporting people in a caring role as an employee, volunteer or carer. | **ESSENTIAL** |
| **CRITERIA 2** | |
| Understanding of homelessness, mental health and substance use. | **ESSENTIAL** |
| **CRITERIA 3** | |
| Ability to practice in line with MACS ethos and values. | **ESSENTIAL** |
| **DESIRABLE CRITERIA** | |
| A full current driver license and access to a car is desirable to meet the requirement of the post in full. | **DESIRABLE** |
| Experience of working in a supported housing or residential environment. | **DESIRABLE** |
| A health and social care qualification or third level education. | **DESIRABLE** |