

Young Gloucestershire

Providing education, training and social opportunities to young people across Gloucestershire

JOB DESCRIPTION

Job Title:	Young People's Transition Worker (Drugs/Alcohol)
Salary:	£20,000 - £24,000 depending on qualifications
Contract Term:	Permanent subject to funding
Responsible to:	Project Coordinator/lead
Working Hours:	This post is 37.5 hours per week. Due to the nature and pressing need of the work you will be required to work such hours as are necessary for the full and effective performance of your duties, including evening and weekend work.
Holidays:	25 days per annum plus Bank holidays
Special Conditions:	This role involves up to evenings and weekend work across Gloucestershire, where required. Frequent travel in Gloucestershire and occasional national travel.
Pension:	Auto enrolment pension in place
Date written:	February 2019
Job summary:	To provide support to young people aged 16-25 who need support with drug or alcohol addiction and help to transition to appropriate services in partnership with CGL.

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Young Gloucestershire

Greyfriars House, Greyfriars, Gloucester GL1 1TS
T: 01452 501008 | F: 01452 501007 | E: admin@youngglos.org.uk | www.youngglos.org.uk
Charity No 281797 | Company Limited by Guarantee Registration No 1547097

Main Purpose:

- To hold a caseload of young people who are transitioning in drug and alcohol recovery
- To provide one to one and small group support to young people as needed
- To identify suitable pathways for next step progressions for young people
- To create action plans with young people to identify pathways and support young people to take control of their lives.
- Ensure that young people are encouraged to take control of their own future steps and direction of travel.
- To refer any young people in contact with YG services with concerns around drug and alcohol to CGL services

Other duties and responsibilities:

- To ensure safeguarding of young people.
- To aid young people progressions to positive outcomes.
- To work with partner agencies and companies to increase opportunities for young people
- To provide information, advice and guidance
- To explore opportunities for growth of services to young people
- To meet the aims and objectives of Young Gloucestershire as a charity providing services for young people.
- To ensure that the work reflects the organisation's commitment to equal opportunities
- To ensure a monthly timesheet/expenses form is completed and delivered to the office at the end of each month.
- Responsibility for planning, evaluating, risk assessing and data input via the several database systems
- To report issues in line with Health & Safety policy to the Young Gloucestershire Youth Work Team Manager
- To contribute to a team work approach in all aspects of the work
- To attend project/supervision meetings (or other meetings as required)
- To undertake any other duties agreed with your line manager

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Person Specification

Skills, Knowledge and Abilities

Essential

- Suitable qualification such as: JNC Youth Work, Counselling, Social Worker, degree level.
- Experience of working with vulnerable young people
- Experience of working in the Drugs and Alcohol field
- Awareness of current issues faced by the Voluntary Sector
- Experience of working with young people with complex needs
- Experience of working in a range of youth work environments, drop in centres, youth clubs, informal education settings etc...
- Demonstrable commitment to informal education and to recognising and valuing young people's achievement in a broad range of learning settings.
- Experience of Quality Assurance
- Evidence of recent commitment to personal professional development.
- Communication, interpersonal and presentation skills, including experience of writing accurate and concise reports
- Experience of working on his/her own initiative to an agreed action plan
- Excellent negotiation skills and an ability to handle sensitive issues with tact and diplomacy
- Understanding and promotion of equal opportunities in both staff and client work.
- Understanding of working with community groups, parish councils and local communities.
- Ability to work effectively as part of a team with shared and overlapping objectives
- Driving licence and use of a vehicle. Willingness to drive Young Gloucestershire people carriers and vans
- A "can-do" approach
- Ability to work flexibly

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