



Community Worker (Voluntary Throughcare)

Job Description

Role Purpose

Our vision is that every child and young person in the country has a safe and happy childhood. To help us achieve this, the role will:

Provide relational support to people throughout their journey from prison to the community, planning their release and coordinate the liberation process collaboratively with Prison Workers and key partners who can offer support post-release.

In this role, you'll be responsible and accountable for:

1. Working collaboratively with prison workers to support robust pre-release planning for people supported by NVTP, including engagement in three-way handover with prison worker to community.
2. Utilise appropriate tools for pre-release engagement (face-to-face contact; email a prisoner (EMAP) correspondence, contribution to multi-agency release planning meetings)
3. Collaborative working with Families Outside partner to identify and support whole family approach for every individual
4. Comprehensive gate liberation support at this critical juncture (including clear communication prior to pick-up; support at prison or court as required; provision of liberation pack/digital support; support to attend appointments and responsive to immediate needs e.g. housing).
5. Completion of suitable outcome focussed assessment tools and regular review and accurate and timely record keeping on PULSE system to maintain high quality service standards.
6. Assertive outreach tailored to individuals to maximise engagement opportunities in the community
7. Support information sharing with key stakeholders across courts process to facilitate joined-up working and to advocate for multiagency working with wide-range of statutory and third-sector delivery partners.
8. Pro-active partnership working including promotion of the NVT service and maintaining positive relationships with key partners
9. Identifying suitable onward referrals at earliest appropriate point and to ensure considered approach to service endings, striving for mutually agreed and gradual transitions
10. Maintain and develop effective working relationships with internal colleagues in the wider organisation and external agencies to ensure the best outcomes for children, young people and their families
11. Familiarise and apply Action for Children's reporting requirements and provide appropriate returns for partner agencies and statutory bodies utilising and maintaining agreed systems to collate and provide data

The responsibilities, accountabilities and reporting structure for this role will be reviewed periodically and updated, if required.

Last Reviewed: Version:

12. Active participation in Regional Pod and national meetings to support team working and service improvement and adherence with role training (including requirements of NVT service and organisation training).

To do this, you will have:

Qualifications

1. None that are essential

Experience

1. Delivering person-centred, relational support
2. Experience or knowledge of the challenges faced by people offending, addiction, or homelessness.
3. Building positive relationships with people supported and wider stakeholders (including partnership working – statutory and third sector)
4. Trauma informed practice and managing a complex case load
5. Solution focused, finding innovative ways to respond to challenges
6. Communication and engagement skills
7. Devise, review and update support plans, record events and observations and keep appropriate records to support high quality service delivery.
8. Prepare and implement dynamic risk management plans and applying Safeguarding processes
9. Maintain professional boundaries and confidentiality
10. Current driving licence and access to a vehicle

Ability/Knowledge

1. Promoting and applying EDI within the workplace
2. Ability to work flexibly and to schedule work responding to emerging needs

Don't meet every single requirement?

If you're excited about this role but your experience doesn't align perfectly with the job description, we'd love you to apply anyway. You might just be the perfect person for this role, or another role within the Action for Children family.

To do this, you will work with:

- Internal: Internal stakeholders
- External: National VTC Partners, local stakeholders including SPS and Justice SW.

In this role, you will be responsible for:

Financial

Working in line with AFC finance policies and protocols

Staff Responsibilities

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What else?

This Scottish Government funded programme will deliver inclusive voluntary throughcare services across Scotland for men, women and young people serving a short-term sentence or following a period on remand. A collaborative and relationship-based partnership model underpins delivery to support to achieve positive outcomes for people and wider communities. Improving reintegration and wellbeing ultimately improves lives and reduces re-offending. The service will launch in April 2025 and is initially funded for a three-year period with the potential for a further two year extension.

The service operates a Pod model which brings together staff from several of the partner organisations to provide the service within specific geographical regions. Each Pod is managed and supported by a manager from one of the partner organisations and so you may be part of a Pod that is managed by an external manager. Your formal line management will be assigned to an Action for Children manager.

This role requires flexibility and a commitment to working out with normal business hours to meet the needs of young people. This can include evenings and weekends.

Everyone at Action for Children must promote equality, value diversity and work inclusively to ensure everyone feels welcomed and valued.

If you're appointed, you'll need to have a disclosure check.

For completion by the Reward Team:

Operational Job Title: Community Worker

Panel approval:

Job Family: Social Care

Panel date:

Grade: 6

Payscale Ref: SC60

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Last Reviewed: Version: