## Job Description

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| POST: | **Social Work Apprentice** |
| HOURS: | 37 hours per week. ( some anti social hours)  To include 1 day each week at University (Fridays) |
| PLACE OF WORK: | The job is based at the Foxton Centre, Knowsley Street, Preston, PR1 3SA. Includes Base 18 18-20 New Hall Lane. |
| EMPLOYER: | The Foxton Centre Board of Trustees. |
| RESPONSIBLE TO: | Homeless Service Team Leader |
| SALARY: | Apprentice rates |

**Job Function**:

Half your time will be to work as part of the assertive outreach team to make on street contact with rough sleepers, sex workers and other vulnerable and or homeless people. To provide on street support/signposting to the service user, promoting access to the Foxton Centre and other relevant services. Outreach sessions take place in Preston city centre and surrounding areas, at varying times of the day, evening and through the night on a rota basis. The role includes maintaining accurate records and evaluation sheets, liasing with other key agencies/partners, for example police and Local authority housing departments and missing from home teams. The role of the outreach worker is to assist the service user out of homelessness and other street based activity.

Half will support the ongoing work within the Preston Housing First to work with the in order to ensure a high quality housing management service is provided to tenants . It is expected that service users will be identified as the most ‘hard to reach, entrenched and excluded rough sleepers’ with multiple complex needs. Service users will have been through numerous housing services and not succeeded. Through intensive 1-1 and group support housing first offers service users a chance to create and successfully manage their own home.

This is an apprentice post and while with the Foxton you will receive training and support to deliver these key tasks, we are expecting that the person appointed will deliver these tasks for the begining of their employment.

**Main tasks and responsibilities**.

* Work with the Homeless Services team leader and other colleagues to ensure the project achieves its agreed milestones and outcomes.
* Build positive relationships with rough sleepers and others to promote moving away from homelessness and other street based activity..
* Encourage and take client self referrals and other agencies referrals (where applicable) provide links to Foxton Centre case workers and social workers.
* Respond to reports from the public, police and local authority identifying rough sleeper sightings to pick up referrals from the national reporting mechanism. To take part in outreach contacting street sex workers.
* Advocate on behalf of clients with relevant agencies e.g. drug/alcohol services, probation and health care services.
* End of sessions recordings and evaluations, to be completed at the end of each session containing relevant information and passed to the team leader prior to the next session..
* Contribute to the gathering of statistics for funding purposes, as the team leader requests.
* Ensure the outreach bag and equipment is maintained to a good standard and items replaced in a timely manner. Outreach phone is always charged and has credit.
* Be an effective member of The Foxton Centre team, contributing to the ethos of continuous improvement of outreach services.
* Take part in any campaigns raising awareness or public interest eg street begging , safety initiatives eg street sex workers / ugly mugs.
* Work pro-actively with a range of support agencies to promote the safety and well being of service users.
* Review client progress with service users, using the Outcomes Star and Warwick Edinburgh assessment and review tools.and other relevant assessment tools.
* Advocate on behalf of clients with relevant agencies e.g. drug/alcohol services, probation and health care services.
* Manage properties in line with the housing first model
* Manage these properties on a shared housing model and understand the complexities this may bring.
* Be an effective member of The Foxton Centre team, contributing to the ethos of continuous improvement of all housing management activity
* Be responsible for the effective management and delivery of a number of key supported housing management services to residents.
* Work pro-actively with a range of support agencies to develop and apply packages of care designed to solve problems that threaten the successful tenancy of clients.
* Ensure all service users files and other paperwork are up to date and relevant, in line with The Foxton Centre policy and procedures.

**Other tasks and responsibilities**

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