

The Foxton Centre – RSI Project Worker

Job Description

POST:	Rough Sleepers Initiative Project Workers
HOURS:	2 x 37 hours per week (covers 8am – 8pm flexible working)
PLACE OF WORK:	The job is based at the Foxton Centre, Knowsley Street, Preston, PR1 3SA but the role covers Preston
EMPLOYER:	The Foxton Centre
RESPONSIBLE TO:	Operations Manager
SALARY:	£20,952

Main Role:

Support the ongoing work within our Rough Sleeping Initiative Project. To support clients who were previously long term homeless in maintaining shared accommodation. Manage caseloads and 1:1 support for clients.

Main tasks and responsibilities.

- As a member of the RSI team you would provide high quality, support for clients through case work and 1:1 support
- To maintain a caseload of clients and offer clients assertive, consistent, ongoing advice and guidance tailored to their individual needs.
- Responsible for liaising and networking with partner agencies and feeding into strategic multi-agency groups, as well as completing referrals to other agencies
- Carry out risk assessments in relation to all clients, and carry out regular reviews in line with our risk management protocols
- Administration duties such as compiling statistics and progress reports, including recording and monitoring of case loads
- Evaluate and monitor the work as required and update monitoring databases including reviewing client progress with service users using evidence-based review tools.
- Identify ways in which project services can develop and improve with special reference to homeless and vulnerable people in Preston.
- Participate and Contribute to Foxton Centre Team, contributing to the ethos of continuous improvement
- Proactively engage with difficult and vulnerable clients and support clients to make informed choices about their own wellbeing
- Advocate where possible on behalf of clients with external agencies e.g. Drug / Alcohol Services, Probation, Health Care Providers

- To motivate and help clients access pathways to accommodation and ensure they comply with terms of their tenancies
- Accompany clients to attend appointments and where possible to encourage the clients to represent themselves
- Support and assist viewing properties
- Negotiate support plans with each client and ensure their benefits are maximised and clients are supported to manage budgets
- Undertake welfare checks and safeguarding referrals where required
- Provide clients with practical and emotional support to address their needs through active engagement, and build on client's strengths
- 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 case files are up to date and relevant, in line with The Foxton Centre policy and procedures.

Other tasks and responsibilities

Undertake training as required

- Attend regular supervision and undertake training
- Attend and participate in regular Team Meetings.
- Task will include addressing any anti-social behaviour, completing housing benefit claims and addressing any issues in a timely manner. Supporting clients to manage their own council tax and utilities bills.
- Liaise with other relevant agencies
- To liaise with housing management services to co-ordinate repairs to properties

Rough Sleepers Initiative Project Worker

Person Specification

- Experience in working with client experiencing homelessness
- Managing complex and difficult situations in relation to people
- Experience of case work including case management systems
- Experience of completing administration tasks such as compiling data, stats and reports
- An understanding of housing issues and regulations
- Ability to liaise with and co-ordinate the work of a number of agencies / individuals to achieve effective outcomes for clients
- An understanding of the issues involved in providing support to people with mental health and complex needs
- Adhere to policies and procedures within the organisation
- Ability to be flexible in approach and a commitment to Diversity and Equality.
- Understanding of professional boundaries and the importance of confidentiality
- Understanding of the issues involved in providing support to people with complex support needs including alcohol and substance dependency, as well as enduring mental health needs

The Foxton Centre – Rough Sleepers Initiative

Person Specification

Essential (E) and Desirable (D) Requirements		
	Requirement	Where Assessed
Values:	Be strongly committed to all people in society having the same opportunities as each other (E)	CV / Interview
	Be strongly committed to treating people fairly and with respect no matter what their race, gender, sexual orientation, religion or ability (E)	CV / Interview
	Be strongly committed to non-judgemental approaches to working with homeless and/or vulnerable people. (E)	Interview
	Be strongly committed to the values of the Foxton Centre as expressed in its Mission Statement. (E)	Interview
Understanding:	An understanding of difficulties and problems facing homeless people including those sleeping rough and of the ways in which those issues can be overcome. (E)	CV / Interview
	A working knowledge of appropriate referral pathways, housing legislation and benefits rights. (E)	CV / Interview
	Understanding of working with vulnerable men and women experiencing long term homelessness (E)	Interview
	A working knowledge of the statutory and voluntary sector housing services and providers. (D)	
	Interest and understanding of trauma informed working practices (D)	

Qualifications:	<p>A health/social care or equivalent qualification. (E)</p> <p>Lived and or work experience of alcohol/substance misuse, homelessness mental health issues. (E)</p> <p>Able to work flexibly un-social hours maybe be required to fit the needs of the project</p>	<p>CV/ Interview</p>
Ability to:	<p>Advocate successfully on behalf of clients if required (E)</p> <p>Work successfully with vulnerable people, colleagues in a range of agencies (E)</p> <p>Work independently and as part of a team. (E)</p> <p>Keep accurate and up to date confidential records/evaluation to a high standard. (E)</p>	<p>Interview</p> <p>CV/Interview</p> <p>Interview</p> <p>CV/Interview</p>
Experience:	<p>The successful candidate will have:</p> <p>At least one years' experience of working with vulnerable and/or homeless people. (E)</p> <p>Experience of working as part of a team and also lone working. (E)</p> <p>Experience of networking with service providers. (D)</p>	<p>CV</p> <p>CV/Interview</p> <p>CV/Interview</p>
General:	<p>Be willing to participate in further training relevant to the post. (E)</p> <p>Comfortable and pro-active in working with vulnerable people. (E)</p>	<p>CV</p> <p>CV</p>