



Lesbian, gay, bisexual and trans+ people in the South West

Registered charity 1171878

LGBT+ Schools Worker – Open Project

Hours: 35 per week (full-time)
Salary: £24,500 + 5% pension contribution p.a.
Based in: Exeter, Devon
Start date: November 2021
Contract: Permanent (following probationary period)

Person Specification

We want every secondary school to have support in place for LGBT+ Pupils. We have successfully set up the Open Project in Cornwall and now have funding to extend this work to Devon. (<https://www.intercomtrust.org.uk/item/226-the-open-project>)

We are looking for someone to join the Intercom Team who will facilitate the creation of LGBT+ support groups in all secondary schools throughout Devon (including Plymouth and Torbay). This includes connecting with the school, offering support to staff in addressing the needs of LGBT+ pupils, and to set up and initiate the running of a group that provides LGBT+ specific support.

This will help young LGBT+ people to develop increased self-belief, reduce isolation, and to become better informed to make positive changes. It will also address homophobia, biphobia, and transphobia within school environments.

Job Purpose and Duties

- Initiate, prepare, and lead sessions, workshops and activities for young people, teachers, and teaching staff -including activities tailored to address sensitive issues such as self-harm, suicide, or drug abuse as needed.
- Develop and maintain excellent working relationships with stakeholders across the sector, contribute to training and strategic partnership activities with stakeholders as agreed with line management.
- Work closely with professionals from schools and external agencies to raise awareness of the project and its services, and of the needs and issues that affect young LGBT+ people.
- Respond to any safeguarding concerns and disclosures promptly and accurately to the designated safeguarding lead.
- Undertake brief interventions with young people as needed and referring to our LGBT+ Practitioner where more in depth / longer term support may be needed.

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- Maintain project monitoring and evaluation systems, accurate and up-to-date records in respect of both individual young people and activities and provide all required reports and analyses on time and to standard.
- Help develop and maintain best practice standards and protocols for this service.
- Develop and deliver promotion, training, and development sessions for the project.
- Work collaboratively with other Intercom staff and projects and attend Intercom team and line-management meetings and training as required.
- Promote equality of opportunity and diversity in all aspects of work.
- Undertake any other tasks of a similar level of responsibility as requested from time to time.

This job description outlines the duties required for the time being to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility.

Person Specifications

The successful candidate will be able to demonstrate knowledge and an inclusive understanding of the life-issues that can affect young lesbian, gay, bisexual, and trans+ people in the region, and will have:

- A relevant professional qualification (such as NVQ Level Three, DIPSW or a teaching qualification).
- At least one years' experience of working directly with young people, preferably in a school or similar environment.
- A demonstrable ability to meet the highest standards of preparation and delivery of groupwork, including appropriate management of confidentiality, and safeguarding of Children, and Young People.
- Good working knowledge of sources of support which are available for young people who are LGBT+ locally and nationally.
- Experience of working with young people facing challenging issues such as self-harm, suicide, or drug abuse.
- Experience of working with people from a minority or disadvantaged group is preferable.
- Experience of communicating, challenging, and tackling attitudes and practices with senior leadership is preferable.
- Ability to present written and spoken material in a structured and balanced way appropriate to the needs of recipient, including training delivery.
- Ability to develop and maintain good professional relationships and boundaries.
- Ability to engage successfully and professionally on a basis of shared understanding, with young people, their teachers, and school staff including SLT.

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- Excellent organisational and administrative skills in respect of record-keeping, monitoring, and activity management.
- Computer skills in Microsoft Office (Windows, Outlook, Word and Excel), or the ability to acquire these skills efficiently with appropriate training.
- A flexible and inclusive attitude at work, as well as the ability to work well independently and as a positive member of a team.
- A personal passion for LGBT+ equality and well-being, supported by a professional approach and excellent interpersonal skills.
- Ability to travel independently across the county and elsewhere when required for Intercom business (use of car required).

All offers of employment at Intercom are subject to a satisfactory enhanced DBS (police) check, but we do not discriminate on grounds of irrelevant criminal convictions.

The Intercom Trust is striving to be an Equal Opportunities employer and service provider. We make all reasonable adjustments to enable as many staff and potential staff, volunteers, and other supporters as possible to have full access to Intercom and its activities.

If you would like further information or help about access or about this post, please contact Paul Dawson, the Office Manager, or Andy Hunt, the Chief Executive Officer, at the Trust's offices below.

Contact details

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