



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

Registered charity 1171878

LGBT+ Schools and Young Person Project Worker

Hours: 35 per week (1.0 FTE)
Salary: £24,500 + 5% pension contribution p.a.
Based in: Truro, Cornwall
Start date: August 2019 (funded for two years)

Person Specification

The main role of this job is to primarily work in schools to address homophobia, biphobia and transphobia in order to help increase self-belief, reduce isolation and facilitate young LGBT+ people to become better informed to make positive changes.

We are looking for someone able to support schools to improve the confidence of staff in addressing the needs of LGBT+ students and help to create an LGBT+ support group in secondary schools in Cornwall.

To create an enduring model for schools to carry forward that will ensure the work continues beyond the end of the project and is transferrable elsewhere.

MAIN PURPOSE AND SCOPE OF THE JOB

Day to day running of the project

Recording activities and other monitoring data

Development & delivering training and development sessions

Promotion of the project.

Reporting to funder's and trustees via line management

Keeping children and young people safe.

The development and implementation of qualitative and quantitative assessment methods

The development of a model suitable for delivery of the project beyond the end of the initial project in Cornwall and elsewhere

Intercom Trust, PO Box 285, Exeter, Devon EX4 3ZT

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To 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

DUTIES AND KEY RESPONSIBILITIES

Initiating, preparing and leading 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

Attending, and supporting young people to attend, key events such as local and national conferences or pride parades

Undertaking 1-1 work with young people

Maintaining accurate and up-to-date records in respect of both individual young people and activities

Develop and maintain best practice standards and protocols for this service

Reporting and attending project management meetings

Attending Intercom staff and line-management meetings as required

Responding to and reporting safeguarding concerns and disclosures promptly and accurately to the designated person for child protection

Developing provision and resources for young people who identify as LGBT+ throughout the county

Working 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

Attending TAC and CAF meetings

Promoting equality of opportunity and diversity in all aspects of work

To undertake any other tasks of a similar level of responsibility as requested from time to time

Skills and Abilities

Ability to engage successfully and professionally, on a basis of shared understanding, with young people, their teachers and school staff including SLT

Clear and concise written and spoken skills

Ability to present written and spoken material in a structured and balanced way appropriate to the needs of recipient

Ability to be able to speak in public situations including training delivery

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Ability to develop and maintain good professional relationships and boundaries

Good organisational skills

Ability to lead, and work as a member of, a team

Good administrative skills in respect of record-keeping, monitoring, and activity management

Ability to travel independently to all schools in Cornwall

Computer skills in Microsoft Office (Windows, Outlook, Word and Excel), or the ability to acquire these skills efficiently with appropriate training

Experience

At least one years' experience of working directly with young people

Previous experience of working with people from a minority or disadvantaged group

Previous experience of working with young people facing challenging issues such as self-harm, suicide or drug abuse

Ability to travel across the county and elsewhere when required for Intercom business

Good working knowledge of the issues that face young people who identify as lesbian, gay, bisexual or transgender and those who are questioning their identity/gender role

Good working knowledge of sources of support which are available for young people who are LGBT+ locally and nationally

Experience of producing accurate reports and keeping confidential records

At least one years' experience of working with confidential information and a sound evidenced track-record in maintaining confidentiality

A good understanding and knowledge of Local Safeguarding procedures.

A good understanding of working in school environments

Previous experience of communicating, challenging and tackling attitudes, policies and practices with senior leadership teams

Knowledge

A relevant professional qualification (such as NVQ Level Three, DIPSW or a teaching qualification)

Previous work or volunteering experience with young people

Training in Safeguarding procedures

Training in First Aid procedures

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Personal Attributes

Personal commitment to enabling, empowering, respecting and supporting young people

Willing to travel and occasionally work unsocial hours

Be a good team worker demonstrating respect and commitment to the organisation and other team members

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 or convictions for offences arising solely by reason of the employee's homosexuality which would not be considered an offence of heterosexuals.

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

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