



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

Registered charity 1171878

LGBT+ Schools and Young Person Project Worker

Hours: 35 per week (Full Time)
Salary: £24,657 + 5% pension contribution p.a.
Based in: Truro, Cornwall
Start date: March 2020 (funded for 2 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
- 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

The Intercom Trust PO Box 285 Exeter EX4 3ZT
01392 201015 office@intercomtrust.org.uk
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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
- 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

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.

Contact details office: 01392 201015

website: www.intercomtrust.org.uk

e-mail: office@intercomtrust.org.uk