

Gaddum



Young Carers Link Worker

Job description: Young Carers Link Worker

Job Title: Young Carers Link Worker

Responsible to: Chief Executive & Gaddum Board

Accountable to: Carers Salford Programme Manager

Reporting to: Young Carers Coordinator

Location: Gaddum, 6 Great Jackson Street, Manchester, M15 4AX & other service delivery sites as appropriate.

Salary: £21,589 per annum

Working hours: 35 hours per week with flexible working required to suit the needs of the role

Contract type: Temporary, Maternity cover ending June 2021.

Context

At Gaddum, we treat everyone as individuals. We really get to know those we help, understanding their world to offer a range of support that's right for them. Our promise of tailored support is made possible by our breadth and depth of knowledge, through our unwavering commitment to the local people of Greater Manchester.

Our experience listening to generation after generation, for nearly 200 years, has taught us the importance of considering not just the individual but also the relationships around them. Our innovative approach means we can, not only build resilience, but identify further risks and offer preventive support now and in the future. At Gaddum, we believe that by supporting individuals, we ultimately help support entire communities.

Our aim is to empower and enhance the lives of people in Greater Manchester. We currently work in four Greater Manchester authorities, Manchester, Rochdale, Salford and Stockport.

Job Summary

The role of the young carers link worker will be to develop appropriate support, ensuring that carers from a wide variety of backgrounds are aware of their rights and are receiving the support and services that they require at the right time and in a suitable location. The role will also provide information, advice, and support to individuals and groups of carers as well as professionals and other organisations.

Job Purpose

The service supports carers of all ages across Salford through a model of identifying carers, triage to find the support they need and offering them the appropriate provision. Part of this may be an offer of information packs, access to groups, or a time-limited, 12-session package of support which will sometimes include a carers assessment. The aim of such support is to enable carers to develop resilience and to also be linked into local community assets, thereby reducing their reliance on other services.

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Main Duties and Responsibilities

- To identify carers and help to support them by offering an intensive package of tailored support including a early help assessment
- To identify carers and help to support them in their caring role, both as individuals and in groups across Salford
- To develop a proactive Carers Service that raises carers issues and their needs on local, regional and national agendas
- To provide access to information and advice to carers within their localities
- To work closely with a range of diverse community groups and organisations seeking to ensure that carers from these groups are aware of their rights and how their needs can be met
- To support and enable carers and former carers to participate in the design and development of health, social care, and community services
- Work as part of the team developing and contributing to the provision of services for carers and providing support to carers in Salford
- Work a range of hours to provide operational cover when the service is expected to be open
- Help to identify carers, liaising with specialist professionals to ensure the assessment of carers' needs and the provision of appropriate support
- Liaise with, work alongside existing support groups, and facilitate the development of further groups
- To maintain a clear record of all activities with individual carers via the recording system used by the service
- Participate as directed in the day-to-day running of the Carers' Service
- To keep up to date with carer related developments in government and local authority policy, and all other organisations working with carers
- Work with stakeholders and partners on the development of new services and activities for carers in Salford.
- Encourage and contribute to the development and accessibility of services for Carers in Salford.
- Ensure the involvement and consultation of Carers
- Contribute to the newsletters, website, and meetings
- Participate in joint activities e.g. National Carers Week, open days, and other promotional activities.

Other duties and responsibilities

- To represent Gaddum at external meetings and events
- To maintain awareness of local, regional, and national issues relevant to the objectives and expectations of the Charity
- To meet regularly with the Young Carers Coordinator for supervision
- To organise and attend meetings as required by the Programme Manager
- To undertake additional duties within the competence of the post holder as required by the Head of Operations
- Flexible approach to working patterns to suit the needs of the role and responsibilities as required
- Explore possibilities for business development of service areas in collaboration with the Head of Development & Partnerships

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The post-holder will be required to undertake other tasks as reasonably directed by the Senior Management Team, which will usually be commensurate with the skills and experience of the post-holder.

The details contained in this job description, particularly the principal accountabilities, reflect the content of the job at the date the job description was prepared. It should be remembered, however, that it is inevitable that, over time, the nature of individual jobs will change; existing duties may be lost and other duties may be gained, without changing the general character of the duties, or the level of responsibility entailed. Consequently, this job description may be revised from time to time.

All staff are expected to work within all Gaddum policies and procedures.

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Person Specification- Young Carers Link Worker

Criteria	Essential	Desirable	Assessed*
Qualifications & Training	<p>Maths and English GCSE at grades C or above (or equivalent qualification).</p> <p>Hold a relevant professional qualification or equivalent relevant experience.</p> <p>Evidence of continuous professional development.</p> <p>Experience of working children and young people</p> <p>Experience of providing support to vulnerable individuals.</p> <p>Experience of undertaking risk assessments.</p> <p>Experience of advocating on behalf of service users.</p> <p>Understanding of the needs of carers and of the issues around access /barriers to services faced by some members of the community</p>	<p>Educated to degree level or equivalent.</p> <p>Experience of delivering training to professionals.</p> <p>Experience of carers assessments</p> <p>Experience of working with young and young adult carers</p>	<p>A,I,T</p>

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<p>Knowledge & Experience</p>	<p>Excellent understanding of Safeguarding process and procedures.</p> <p>Understanding and awareness of the needs of carers.</p> <p>Good knowledge and experience of statutory services.</p> <p>Good understanding of the structure of community care, health and voluntary sector.</p> <p>Understanding of issues affecting carers.</p> <p>An understanding of Equality and Diversity duties in the workplace.</p> <p>Ability to demonstrate commitment to, ensuring equal opportunity.</p>	<p>One years experience of directly working with or supporting carers</p> <p>Experience of inputting data onto a database</p> <p>A good knowledge of agencies, organisations and professionals with a Greater Manchester remit.</p> <p>An understanding of contracts, monitoring and reporting.</p>	<p>A,I,T</p>
<p>Skills & Abilities</p>	<p>Excellent verbal and written communication and negotiation skills.</p> <p>Ability to work in multi-disciplinary settings and working in partnership with other professionals, agencies/organisations and a range of stakeholders.</p> <p>The ability to build and maintain relationships with key stakeholders. Good understanding of relevant legislation relating to carers.</p> <p>Good communication skills, ability to communicate with a wide range of people.</p> <p>Excellent IT skills including effective use of databases.</p> <p>Extremely well organised, able to prioritise and plan own work; take responsibility in decision making, and work to tight deadlines.</p>	<p>Experience of presenting information in a variety of formats for different audiences.</p> <p>Ability to create and deliver presentations to professionals.</p> <p>Excellent presentation skills.</p>	<p>A,I,T</p>

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Attitudes & Values	A commitment to Gaddum values. A commitment to equality and diversity. Flexible and positive work ethic. The post holder must display integrity, honesty and good judgement.	Knowledge of Gaddum and its services.	A,I
Others	Flexible approach to working hours to meet the needs of the service	Ability, with advance notice, to working evenings & weekends if required by the organisation	A,I