



**Edinburgh Young Carers/
Young Adult Carers Forum
Sessional Youth Worker**

Job Description

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Job Title: Forum Sessional Youth Worker
Employer: Edinburgh Young Carers
Accountable to: Operations & Development Manager

About Edinburgh Young Carers

Edinburgh Young Carers (EYC) works with young people within the Edinburgh area aged 5 to 25 years old who care for someone at home who is affected by mental, physical or sensory health challenges, disability, or drug and alcohol misuse.

EYC works closely with two other young carer services in Edinburgh, Space and Capital Carers (CC), and together they are funded by the City of Edinburgh Council and Scottish Government to provide a comprehensive and holistic package of specialist support to young carers and young adult carers across the four city localities.

1. Job Purpose

To work with young carers and young adult carers in the Edinburgh area to ensure that they have a say in local services and support offered as well as relevant strategy and policy areas.

Specifically, using a youth-led approach to work with colleagues at EYC, Space and CC, and carers themselves, to plan, organise, co-facilitate and evaluate a forum for young carers and young adult carers that meets regularly to discuss and address issues relevant to young carers/young adult carers in the Edinburgh area.

2. Responsibilities

- Support the planning, preparation and running of forum meetings and activities.
- Facilitate a process whereby young carers/young adult carers are empowered to direct and take ownership of the forum, shaping how it is run and what its wider focus and objectives will be.
- Engage primarily with 13 to 25 year olds, but also work with forum members to ensure that younger service users also have their say and can inform the development of local services.
- Build positive relationships with the young carers/young adult carers using effective communication and listening skills and pass on any concerns to the relevant Development Worker and/or manager.

- Work with colleagues to ensure that the needs of the young people attending are being met while also ensuring the forum is representing the wider needs of young carers/young adult carers across the city.
- Engage with other internal and external stakeholders, including arranging opportunities for the forum to speak directly to relevant decision makers.
- Maintain confidentiality regarding the young person's personal and sensitive information.
- Participate in regular monitoring and evaluation of the forum.
- Attend and contribute to regular supervision sessions, team and planning meetings.
- Carry out the duties of the post in adherence to the Equality Act 2010 which prohibits discrimination of any kind.
- Undertake any other duties as reasonably requested by representatives of EYC, Space or CC or as directed by forum members.

3. Hours

Due to the nature of our services, this role will involve some evening and/or weekend work, during term-time and holiday periods. Currently, the Forum usually meets one Saturday per month, although this may change from time to time.

4. Personal qualities, interests and skills

EYC requires a sessional youth worker to take a help establish and organise the forum, ideally someone with experience of empowering young people to have a voice and to take ownership of projects and services. You will be able to work positively with other staff and volunteers and have skills in planning, recording, monitoring and evaluation. You will have:

- At least two years' proven experience of working with either children and young people or other vulnerable groups.
- Some experience of youth participation, service user involvement or other person-centred and youth-led practice.
- An ability to set up and run groups and to record the progress of individuals within the groups.
- Some understanding of, and a sensitive approach towards, the situations, needs and difficulties faced by young people and particularly by young carers.
- An ability to work positively as part of a team and independently, seeking support from colleagues where required
- Good listening and communication skills, both verbal and written.
- Understanding of, and commitment to the promotion of equal opportunities policies and practice.

5. Terms and conditions

- **Rate of Pay**

Sessional staff rates:

- Initial rate (0-12 months) £10.90 per hour
- Rate after 1 year £12.40 per hour
- Leadership rate (after 1 year & training) £14.40 per hour

Note: a suitably qualified and experienced candidate may be paid at the leadership rate – they would be expected to take a lead role with the forum and to work unsupervised on occasion.

- **Hours**

Hours are arranged by negotiation. You will be expected to work up to three hours a week in the role (this can be averaged out rather than following a regular weekly pattern), but this may increase as the work of the forum develops and if resources allow. It is expected that a significant amount of the work will take place outside office hours and/or at weekends.

- **Supervision**

Supervision will be provided on a regular basis by the Operations & Development Manager.

- **Location**

To be confirmed. Initial meetings are likely to be at EYC's Hub at Norton Park, but work may also be required at partners' offices or other locations.

- **Duration of role**

We request that you commit to the role for at least six months, leaving enough time for the forum to be established and up and running.

- **PVG Scheme** – all offers of employment are subject to and conditional upon a satisfactory enhanced disclosure through Disclosure Scotland. EYC are required to ensure that new PVG checks are undertaken regardless of whether you have an existing Scheme ID.

- **References** – all offers of employment are subject to receipt of two appropriate references.

- **Training and Induction** – all sessional youth workers are required to undertake an induction with EYC and attend mandatory training events.