

Job Role Profile

	Job Title:	Transition Mentor
	Department:	James Shields
	Location:	Tollcross

1	<p>Job Purpose:</p> <p>To provide a comprehensive support service for homeless young people aged 16-25 in an accommodation-based setting. The young people can present with a range of issues secondary to their housing need and includes addictions, mental health, involvement with the criminal justice system, trauma, and adverse childhood experiences.</p> <p>The role will include the following elements: Assessment of young people, supporting and developing employment and training opportunities, advising, and supporting young people, contributing to the development of the project.</p>
2	<p>Dimensions: i.e. budget, no of staff, areas of work etc.</p> <ul style="list-style-type: none"> • Work as part of a team to support 10 young people to gain independent living skills to successfully move on to either less intensive support or their own tenancies. • Sharing responsibility for supporting young people to manage their finances, appointments and bedsit flat. • Delivering support to young people on a one to one or group basis.

	<ul style="list-style-type: none"> You will be the allocated keyworker for two young people and be expected to meet with them weekly to work on areas identified in their care plan.
3	<p>Key Objectives and Accountabilities:</p> <ul style="list-style-type: none"> To contribute to the formation of operational policy and to the development of practice within the project. To ensure that all young people who are supported by the project receive a high level of individual attention, in terms of support, counselling, advocacy and benefit from inter-agency collaboration To encourage young people to take advantage of all the opportunities available to them in terms of employment and training. To help to develop a co-operative relationship with all other relevant agencies to maximise the potential benefit to the young people supported by the project. Assist in the promotion of physical & emotional wellbeing and general health of young people building on their feelings of security, responsibility and worth. Contribute to the planning, reporting and reviewing of the individual's person centred, outcome based support plan. Completing daily recording & summaries as required. Provide the appropriate levels of practical support required at home and within the community including undertaking household duties where required. Take responsibility for own personal and professional development and contributing to the positive work practice of others to ensure the highest quality of service is provided.

	<ul style="list-style-type: none"> • Follow Quarriers internal and National Standards and Policies including Codes of Professional Conduct. • Representing the individual and Quarriers at appointments and reviews as required.
4	<p>Key Performance Outcomes and Measures:</p> <ul style="list-style-type: none"> • To participate actively in team meetings and all other forums aimed at developing policy and practice within the project. • To actively participate in supervision sessions with the relevant Team Leader. • To work directly with young people supported by the project, offering support and counselling, using the widest range of individual and group work methods. • To record all work undertaken to a high standard of accuracy and detail. • To undertake appropriate in-service or external staff development and training programmes, as may be required. • To devise individual young people's care plans to ensure that they receive and are supported to maximize their opportunities for training and employment. • To represent the project at interagency meetings. • To work within Quarriers' professional and administrative policies and practice guidelines.
5	<p>Knowledge, Skills and Experience necessary for the role:</p> <ul style="list-style-type: none"> • Ability to achieve appropriate registration with SSSC, meeting qualification conditions within appropriate timescales. • Knowledge of homelessness, addiction, mental health.

	<ul style="list-style-type: none"> • Awareness of the promise in relation to care experienced young people and the foundations it is built upon. • Personal or work experience in a supportive role, preferably with young people. • Strong positive values particularly in relation to equality and diversity. • Good interpersonal skills, interact with people from all walks of life. • Effective communication skills: verbal, non-verbal, written & IT skills • Confident in problem solving and decision making. Ability to consult others appropriately. • Ability to work as part of a team. • Accountable and committed to high personal work standards. • Ability to put learning into practice and prepared to take on new challenges.
6	<p>Key Relationships:</p> <ul style="list-style-type: none"> • Individuals supported. • Service Users significant others: families, friends, flatmates, advocates etc. • Line Managers: Senior transition mentors, Depute managers and Project Manager • External organisations, social work, health, education etc • Personnel from support departments including Health and Safety, Human Resources, Learning & Development