

## Job Role Profile

	<b>Job Title:</b>	<b>Transition Mentor</b>
	<b>Department:</b>	<b>Stopover</b>
	<b>Location:</b>	<b>Pollokshields</b>

<b>1</b>	<p><b>Job Purpose:</b></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>
<b>2</b>	<p><b>Dimensions: i.e. budget, no of staff, areas of work etc.</b></p> <ul style="list-style-type: none"> <li>• Work as part of a team to support 14 young people to gain independent living skills to successfully move on to either less intensive support or their own tenancies.</li> <li>• Sharing responsibility for supporting young people to manage their finances, appointments and bedsit flat.</li> <li>• Delivering support to young people on a one to one or group basis.</li> <li>• 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.</li> </ul>
<b>3</b>	<p><b>Key Objectives and Accountabilities:</b></p> <ul style="list-style-type: none"> <li>• To contribute to the formation of operational policy and to the development of practice within the project.</li> <li>• 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</li> <li>• To encourage young people to take advantage of all the opportunities available to them in terms of employment and training.</li> <li>• 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.</li> <li>• Assist in the promotion of physical &amp; emotional wellbeing and general health of young people building on their feelings of security, responsibility and worth.</li> <li>• Contribute to the planning, reporting and reviewing of the individual's person centred, outcome based support plan. Completing daily recording &amp; summaries as required.</li> <li>• Provide the appropriate levels of practical support required at home and within the community including undertaking household duties where required.</li> <li>• 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.</li> </ul>

	<ul style="list-style-type: none"> <li>Follow Quarriers internal and National Standards and Policies including Codes of Professional Conduct.</li> <li>Representing the individual and Quarriers at appointments and reviews as required.</li> </ul>
4	<p><b>Key Performance Outcomes and Measures:</b></p> <ul style="list-style-type: none"> <li>To participate actively in team meetings and all other forums aimed at developing policy and practice within the project.</li> <li>To actively participate in supervision sessions with the relevant Team Leader.</li> <li>To work directly with young people supported by the project, offering support and counselling, using the widest range of individual and group work methods.</li> <li>To record all work undertaken to a high standard of accuracy and detail.</li> <li>To undertake appropriate in-service or external staff development and training programmes, as may be required.</li> <li>To devise individual young people's care plans to ensure that they receive and are supported to maximize their opportunities for training and employment.</li> <li>To represent the project at interagency meetings.</li> <li>To work within Quarriers' professional and administrative policies and practice guidelines.</li> </ul>
5	<p><b>Knowledge, Skills and Experience necessary for the role:</b></p> <ul style="list-style-type: none"> <li>Ability to achieve appropriate registration with SSSC, meeting qualification conditions within appropriate timescales.</li> <li>Knowledge of homelessness, addiction, mental health.</li> <li>Awareness of the promise in relation to care experienced young people and the foundations it is built upon.</li> <li>Personal or work experience in a supportive role, preferably with young people.</li> <li>Strong positive values particularly in relation to equality and diversity.</li> <li>Good interpersonal skills, interact with people from all walks of life.</li> <li>Effective communication skills: verbal, non-verbal, written &amp; IT skills</li> <li>Confident in problem solving and decision making. Ability to consult others appropriately.</li> <li>Ability to work as part of a team.</li> <li>Accountable and committed to high personal work standards.</li> <li>Ability to put learning into practice and prepared to take on new challenges.</li> </ul>
6	<p><b>Key Relationships:</b></p> <ul style="list-style-type: none"> <li>Individuals supported.</li> <li>Service Users significant others: families, friends, flatmates, advocates etc.</li> <li>Line Managers: Senior transition mentors, Depute managers and Project Manager</li> <li>External organisations, social work, health, education etc</li> <li>Personnel from support departments including Health and Safety, Human Resources, Learning &amp; Development</li> </ul>