



OUR VISION

**TO MAKE LIFE GREAT FOR
CHILDREN & YOUNG PEOPLE**

OUR MISSION

**TO EMPOWER CHILDREN AND YOUNG
PEOPLE WHO HAVEN'T HAD A FAIR DEAL –
TO HAVE A HOME, STRENGTHEN THEIR
MENTAL HEALTH AND BE PART OF A
COMMUNITY**

OUR ETHOS

WE NEED EACH OTHER TO MAKE LIFE WORK

OUR VALUES

WE MAKE OUR OWN CHOICES

WE ARE LOVING AND COMPASSIONATE

WE TAKE RISKS

WE MAKE MISTAKES AND LEARN

WE NEVER GIVE UP

OUR CULTURE

Children & young people are at the heart of what we do.

We encourage an interdependent way of living. We see the value in making mistakes. We actively encourage personal and professional development so that our young people and staff can reach their fullest potential.

INTERDEPENDENCE

MACS recognise that as social creatures, we cannot exist totally independently from others.

RISK TAKING AND MAKING MISTAKES

Our ethos and belief is that it is OK to make mistakes and by examining what went wrong, we can improve and use the learning.

JUDGING OTHERS

MACS recognizes that judgements are natural, however we ensure that ours are examined and explored in a way that results in a positive outcome for all.

TRUST AND INTEGRITY

We earn trust from young people and other professionals by consistently delivering top quality services, underpinned by a core value of trust and integrity.

PERSONAL GROWTH AND DEVELOPMENT:

We invest in our staff and young people, challenge their thinking and encourage training to increase skills and knowledge.

SELF DETERMINATION AND AUTONOMY

MACS employ experienced and skilled staff that we trust to make appropriate decisions to work effectively and safely with our young people.

COMMUNICATION

We have a friendly, relaxed, engaging and warm attitude that fosters positive communication between young people and the organization as a whole.

INVOLVING YOURSELF

MACS welcomes input from all staff and young people and encourages participation in having your say and embracing new opportunities.

We expect all staff to commit to, and embrace the culture of the organisation as defined above.

MACS SUPPORTED HOUSING SERVICE

JOB DETAILS

Job Title:	Sessional Worker
Funding:	Funded by Supporting People (Housing Executive) and HSCT
Conditions:	Casual Hours Contract
Responsible to:	Supported Housing Manager/Team Leader
Location:	Belfast - 14-20 University Street, Belfast, BT7 1FZ Lisburn - 190 Longstone Street, Lisburn, BT28 1TT Downpatrick - 9 English Street, Downpatrick, BT30 6AB Newry - 99-101 Canal Street, Newry, BT35 6DX
Salary:	£16,679.52 pro rata (calculated based on 36 hours per week)
Hours of Employment:	Occasional Shifts. Shift patterns will vary in each location (there are typically waking and sleeping shift, early shifts are typically 6pm – 6am, late shifts are typically 9pm – 9am).
Holidays:	Leave is pro rata from Full Time employment (30days) and will be determined by total hours worked on a daily basis.

It will be a requirement of this post to be registered with the Northern Ireland Care Council (NISCC).

JOB DESCRIPTION

SERVICE OVERVIEW

Newry, Downpatrick, Lisburn and Belfast Supported Housing Services (Move in to Move On) provides supported housing for young people who are homeless or leaving care to make the transition to interdependent living and their own tenancy. Lisburn and Downpatrick Services include short term (up to 10 days) 'Assessment' accommodation for 16/17-year olds presenting as homeless. The Service delivers high quality support to young people aged (16 – 21) to build the skills and confidence to maintain their own homes. Young people live with us for up to 2 years before moving on to their own tenancy in the community.

ROLE OVERVIEW

Sessional Workers provide an accessible point of contact at night / weekends and promote the protection and safeguarding of young people living at MACS. They assist young people as they transition into adulthood and plan for their move on from Housing into the community.

This Job Description demonstrates the job role, who you will be accountable to in carrying out your duties and an explanation of why.

Job Role	Accountable to	Why?
To be able to work with compassion and resilience.	Young People	To ensure all young people are treated fairly in line with MACS values and ethos.
	Team	To support colleagues and work in partnership to provide a safe living environment for young people.
To provide young people with support in order for them to transition into independent living.	Young people	To help ensure that the young people are able to maintain their tenancy while assisting them to develop the confidence and skills required to live independently.
	The Team	To ensure a coordinated approach is adapted whereby young people are provided with opportunities to develop skills and knowledge.
	Organisation	To provide a service that nurtures and encourages development, enabling young people to live independently.
To provide holistic support (on a one to one and group basis) to all young people accessing the service.	Young People	To provide a Person-Centred approach to ensure that appropriate support is offered based on the young people's needs.
	The Team	To ensure a tailored but consistent approach for all young people.
	Organisation	To ensure young people are provided with the appropriate support based on their needs.

Job Role	Accountable to	Why?
To use reflective practice, and develop both personal and team learning and promote best practice when working with young people.	Young People Team Organisation	To ensure that young people will receive support from a highly skilled team. In order to contribute to a skilled and continually developing team. Learning and development promotes competence, resilience and compassion when working with young people.
Working as part of a team to provide a safe and nurturing environment for the young people.	Young People Team	To ensure that young people benefit from security and consistency in a non-judgemental and safe environment. To provide young people with an opportunity to develop relationships in a safe environment.
Promote routine, education and training options with young people.	Young People	It is important for young people to gain life skills, education and employment to promote positive outcomes.
Identify the need for group work activities, creating and facilitating groups to enhance personal and social development.	Young People Team	To assist young people to develop skills and coping strategies. To provide opportunities to young people to manage social isolation and loneliness.
To work as part of a team to carry out day-to-day tasks in order to help the young people reach their desired goals.	Young People Team	To provide consistent and tailored support to each young person enabling them to achieve desired goals and outcomes in line with individual support planning. To ensure a coordinated approach to support planning.
To provide practical and hands on support regarding budgeting, cooking, cleaning and running a home in conjunction with the young people's support plans.	Young people Team Organisation	To ensure young people receive relevant practical support based on their individual needs. To provide young people with consistent opportunities to develop skills. To ensure an appropriate level of practical support is provided in partnership with the young people to encourage progression.
To support the move in and move on process.	Young People Team	To ensure MACS is the right support for the young person and to provide a smooth transition from the start of support until move on. To ensure the team are involved in decision making relating to move in's and move on's from MACS.

Job Role	Accountable to	Why?
	Organisation	To ensure a smooth process whereby all necessary information is obtained that will help with the decision making in regards to move in's and move on's from MACs.
To take direction in responding to arising safety concerns including adhering to safety plans in order to promote safeguarding and child protection.	Young People	To ensure young people receive consistent support and are kept safe.
	Team	To ensure adherence to MACs Policies and Procedures related to child protection and safeguarding to ensure the safety of the young people.
	Service Manager	To ensure the safeguarding of all young people and staff.
Recording and communicating in line with organisational and statutory requirements.	Team	Assure Young people's information is kept safe and secure by adhering to GDPR guidelines and promote transparency with young people in how information is shared.
	Service Manager	Implement effective processes to ensure young people's information is kept safe and secure in line with organisational and statutory requirements.
	RQIA	MACS staff adhere to GDPR guidelines and promote transparency with young people in how information is shared.
To adhere to Organisational policy and procedures and NISCC code of conduct.	Young people	To keep young people safe.
	Team	Policy and Procedures provide organisational guidance to ensure the safety and wellbeing of young people, the service and the team.
	Service Manager	To ensure quality standards are adhered to.
Ensure health and safety standards are maintained and any concerns or repairs are reported promptly. To ensure the security and safety of the house.	Young people	To ensure that a safe and secure environment is maintained for the young people to live.
	Team	To ensure a safe and healthy working environment.
	Service Manager	To ensure the overall safety and maintenance of the building in line with legislation and MACS policies and procedures.
To liaise and build relationships with all services involved in supporting young people.	Young People	To develop professional relationships and work in partnership in supporting and meeting the needs of young people.

Job Role	Accountable to	Why?
	Organisation	Staff liaise with other agencies and promote the service among other services.
To work alongside other supported houses and services to promote organisational ethos and objectives.	Young People	To ensure the young people are treated with respect and receive a service underpinned by MACs ethos and values.
	Team	To ensure all services are promoting the organisational ethos.
	Organisation	All staff are consistent in their approach in line with the ethos and values of the organisation.
To prepare and engage in monthly supervision. To ensure ongoing professional development.	Young People	To promote best practice in supporting young people and staff development.
	Line Manager	To ensure staff development and targets are met.
To encourage and support young people to be involved in participation within MACS and outside of MACS.	Young People	To ensure that the voice of the young person is heard and are involved in the development of the organisation.
	Team	Young people are at the centre, and are encouraged to participate in the development of the service.
	Organisation	The service is promoted and developed by the young people for the young people.
To ensure complaints are managed in accordance with Policy and Procedure.	Young People	To ensure complaints are managed appropriately and promptly and young people feel safe and secure.
	Line Manager	Processes are in place to deal with complaints effectively.
	Organisation	Complaints Policy and Procedure exists and is made known to young people and stakeholders.
To promote a positive neighbourhood both within housing and in the local community.	Young People	To promote relationship building and problem solving between young people.
	Team	To ensure all issues are dealt with promptly and by the relevant people.
	Community	To encourage young people to contribute in the community in a positive way.
Contribute to the induction of staff.	Young People	To promote a consistent service to young people.
	Team	To ensure all staff are supporting young people in accordance with MACS ethos, values and policies and procedures.

Job Role	Accountable to	Why?
	Organisation	To ensure workers receive a comprehensive induction and adequate support.
To consult and make decisions as part of a team.	Young People	To ensure Young people are at the forefront
	Team	To ensure team cohesion, safe and effective practice.
	Organisation	All views are considered in line with the organisational values and ethos.
Undertake any other duties depending on the needs of the service.	Young People	To ensure young people are put first.
	Team	To work as part of a team.
	Organisation	To contribute to the organisational needs.

PERSONAL REQUIREMENTS

- The ability to build personable, purposeful and transparent relationships with young people.
- The commitment to work in accordance with MACS ethos and value base.
- The ability to communicate effectively to a wide range of people, including young people, verbally and in writing.
- The willingness to accept direction and supervision.
- The ability to reflect on practice, identify learning needs and take responsibility for continued professional development (with line management support).
- The willingness to work flexibly to respond to the needs of young people and to ensure the viability of the service
- The ability to maintain a comprehensive and up to date written record of work undertaken.
- To have the commitment to undertake relevant training.
- To be resilient and compassionate in a challenging environment
- To have good time keeping, time management skills and organisational skills.
- The ability to work on own initiative and as part of a Supported Housing team and within the Organisation.
- To represent the organisation in a professional manner.
- To bring enthusiasm and commitment to MACS.

PERSON SPECIFICATION

SKILLS AND KNOWLEDGE REQUIRED BY POST HOLDER	
CRITERIA 1	
3 months paid experience or 6 months voluntary of supporting people in a caring role as an employee, volunteer or carer.	ESSENTIAL
CRITERIA 2	
Understanding of homelessness, mental health and substance use.	ESSENTIAL
CRITERIA 3	
Ability to practice in line with MACS ethos and values.	ESSENTIAL
DESIRABLE CRITERIA	
A full current driver license and access to a car is desirable to meet the requirement of the post in full.	DESIRABLE
Experience of working in a supported housing or residential environment.	DESIRABLE
A health and social care qualification or third level education.	DESIRABLE