



LANCASHIRE WOMEN

are hiring

Our vision

Where all women in Lancashire are valued and treated as equals.

Our mission

To empower women to be able to transform their lives by bringing them together to

- find their voice
- share experiences and understanding
- develop their knowledge and skills
- challenge stereotypes and misconceptions about them

...so that they can have choices in becoming the individuals they want to be.

Caseworker X2

About us

Operating for over thirty years, Lancashire Women (LW) provide a network of female only centres to provide safe, dedicated female only space for women across the county. We provide a holistic package for women, bringing together a range of services under one roof, designed to support women who at any one time may be facing a range of issues including social isolation and exclusion, homelessness, poverty, mental ill health, or offending behaviour.

Our services are available to all women, but in particular we work with those who find themselves in situations which can increase their vulnerability or place them at significant risk of harm - and who are often facing multiple and complex needs. Following a period of significant growth, we are looking ahead to ensure that our services continue to meet women's needs and retain women's voices and experiences at the heart of their design.

Whilst our delivery draws upon three decades of practical experience in supporting women - and is an approach recognised nationally for its effectiveness and impact - we are working hard to ensure that we continue to innovate in our use of knowledge, data, resources, collaboration and service design techniques to allow us to develop the most effective services for women in our community.

Our values

- **Empowering:** we work to build on the strengths that all women & girls have so that they can become more confident, especially in controlling their own life and claiming their rights.
- **Non judgemental:** we accept each woman exactly as they are and genuinely make no moral judgement about their situation.
- **Honest:** we try to be real with all the women & girls we work with so they can have choices about their lives knowing that they will need courage to make changes that will benefit them and those around them.
- **Creative:** in our approach to supporting women & girls and seeking solutions with them for the challenges they face.
- **Collaborative:** we know we learn more and can achieve more when we work together.



Overview

We are really pleased to be recruiting for a new project funded by Children In Need Inspiring Futures in partnership with Youth Futures Foundation. Working in collaboration with all Lancashire Women's services in East Lancashire to support younger people aged 16 - 25, in response to the effects of the Covid-19 pandemic, utilising our Whole System Approach model this new and innovative service will engage with younger people to determine their aspirations and goals to help them achieve positive change and outcomes into Education and Employment. Our aim is to form part of existing pathways and develop new ones to support longer term relationships with partners and stakeholders that ultimately benefit individuals.

Our proposed delivery model will utilise a person-centred continuous casework approach, working with individuals to explore their whole range of needs, working collaboratively to self-prioritise and self-direct an action plan around these. Action planning tools will include the range of Outcome Stars aligned to the 5 ways to wellbeing, including needs relating to physical, mental and emotional health and wellbeing.

You will be a skilled professional able to work with clients whose needs could include poor mental health, substance misuse, offenders or likelihood of offending, domestic abuse and other risk taking behaviours.

Functional Responsibilities

- Provide support and engagement, targeted and assertive outreach, initially online/ telephone and then face to face once restrictions allow. Identifying individuals to ensure effective and proactive engagement with a range of services including building positive connections with community groups, local services and networks.
- Establish and build trusting relationships with participants through a case management approach in order to co-design and deliver tailored programmes of positive activities which will contribute to meeting identified needs, provide catalyst for change, and remove barriers to employment and training assisting them to achieve an identified range of positive outcomes.
- Support participants to access physical health activities to build their strengths physically and promote positive wellbeing.
- Support transitions providing positive assertive linkages to other interdependent support agencies or networks e.g. substance misuse, emotional wellbeing and mental health, primary care, housing needs, domestic abuse services, sexual health, education, training and employment providers, offender management agencies, mutual aid groups etc.
- Undertake ongoing informal and formal assessments through discussion and conversation applying comprehensive risk assessments and ensuring safeguarding of participants where necessary. Monitor and evaluate the effectiveness of project activity, capture user satisfaction and contribute to the production of evidence based reports.

Continued...

- Support and coach participants from a holistic perspective to motivate, equipping them with the skills and attributes they need in order to become ~ employment ready.
- Work supportively with participants to identify (potential) barriers to employment, adopting a solution-focussed approach to addressing, overcoming or removing these to allow movement toward employment outcomes.
- Equip participants with the information they need in order to approach specialist services for support and advocate on behalf of individuals where necessary.
- Access support for participants with specialist needs such as a disability or those with caring responsibilities.
- Adopt a 'hand-holding' approach as participants move into work and monitor inwork progress.
- Establish effective working relationships with delivery partners and external agencies across east Lancashire to ensure a holistic package of support for those engaged.
- Use a variety of software packages, such as Microsoft Word, Outlook, PowerPoint, Excel, Access, etc. to produce correspondence and documents and maintain presentations, records, spreadsheets and databases. All at a good level/standard.

General

- To ensure that required standards of health and safety are maintained.
- To work flexibly as and when required including occasional evenings and weekends and support other team members as needed.
- Participate in organisational activities for example, team meetings, development days, etc.
- Treat all staff, volunteers and service users fairly
- To uphold the policies and ethos of Lancashire Women at all times.

This job description is not intended to be exhaustive. The post-holder will be expected to adopt a flexible attitude to the duties which may have to be varied (after discussion with the post holder) subject to the needs of the service, and in keeping with the general profile of the post.

About you

Qualifications & Experience

	Essential/ Desirable	Key for Assessment
☆ Relevant qualification or experience working with younger people in the health, education, community or voluntary sector.	E	A/I
☆ A good standard of education and interpersonal skills with evidence of continued professional development	E	A/I
☆ Experience of partnership and multi-agency working to meet the needs of vulnerable younger people/women with compassion, empathy and a clear understanding of the issues effecting them	D	A/I
☆ Experience of reviews, action planning and risk assessments delivered in partnership with participants	E	A/I
☆ Experience of working with and supervising volunteers and mentors	D	A/I
☆ Excellent communication skills (verbal and written)	E	A/I
☆ Knowledge of safeguarding and related processes	E	A/I
☆ Knowledge of benefits system	D	A/I
☆ Demonstrate capabilities to manage own workload and make informed decisions in the absence of required information, working to tight and often changing timescales	E	A/I
☆ Good use of IT equipment and administrative & organisational skills.	E	A/I

Your knowledge, Skills & Abilities

☆ 2 Years experience of working with people with multiple & complex needs who may present as chaotic and challenging at times.	E	A/I
☆ Ability to motivate individuals to value their strengths, skills and abilities.	E	A/R
☆ Ability to work as part of a team and on own initiative	E	A/R
☆ An understanding and commitment to the ethos of Lancashire Women	E	A/I
☆ An empathy with those suffering discrimination and disadvantage, together with a good understanding of professional boundaries.	D	A
☆ Ability to produce content to be shared on social media to publicise own project.	E	A/I

Other

- ☆ Driving License, use of a car and willingness to travel

Key

Application - A
Interview - I
Review - R



HOW you can apply...

Apply by completing our application form.

If you'd like an informal discussion about the role prior to applying please email our Head of Employment, Advice & Guidance at Mandy.Taylor@lancashirewomen.org

Further details about our work and impact can be found at lancashirewomen.org

Closing Date: 
Friday 4th December at 12noon

Interviews

Friday 11th December 2020

WHY we are great to work for...

- A chance to work in a rewarding, ethical and agile environment where every day you are really making a difference to the lives of women.
- Employer Pension Scheme.
- Flexible working / work life balance.
- Childcare vouchers.
- Be involved in an organisation which put service users and co design at the centre of all we do.

Salary & More Information

Band B Sp19 Band B Sp23 £21, 228 per annum

Location: East Lancashire (base to be determined)

22.5 hours per week

We have big plans and there will be challenges along the way.

Do you have the energy, knowledge and creativity to meet those challenges?

Head Office
21-23 Blackburn Rd,
Accrington
BB5 1HF
0300 330 1354

Centres in:
Accrington
Blackburn with Darwen
Blackpool
Burnley
Preston

Outreach activity in:
Blackburn with Darwen
Chorley
Lancaster
Skelmersdale
Kendal
HMP Styal
Cumbria

Follow us
 @LancashireWomen
 Lancashire Women

Registered Charity 1100976