

Post: Advocacy Fieldworker

Closing Date	28 th Feb 2022
Interviews	7 th March 2022
Salary	£21,000 – £24,000
Post type	Permanent
Holidays (per year)	22 days plus bank holidays
Sick Pay	Statutory Sick Pay
Hours	37 hours per week



Benefits: Onsite parking, flexible working, casual dress, regular team building events and socials, high amounts of autonomy and opportunities to be creative, the chance to be involved in other aspects of the organisation, training and development opportunities and work's mobile.

Inclusive employer

We continuously strive to be an inclusive provider. Applicants should be aware that we understand that everyone's circumstances are different and that work does not always have to take place between 9am – 5pm Monday to Friday. We therefore offer our team a range of flexible working opportunities. If you would like to see what some of our past and present staff team think about working with us, you can see their testimonies here: <https://www.embracewiganandleigh.org.uk/category/jobs/>. We particularly want to encourage applications from disabled people, we therefore have a guaranteed interview scheme which you can learn more about here: Disabled Applicants will be eligible for our Guaranteed Interview Scheme for more details: <https://www.embracewiganandleigh.org.uk/category/jobs/>.

Responsibilities of the role:

The successful candidate will join our busy advocacy team. You will act as an advocate for learning disabled people, who are being assessed by children's services in relation to their parenting. Your role is to ensure that the people we advocate for understand the child protection process, receive information in a way that is accessible for them, can contribute to meetings concerning their child and can engage with a range of other supportive services.

Skills and experience for the job:

We are a user-led organisation, passionate about providing the best service possible for disabled people and their families. You must be able to demonstrate that your values align with that of our organisation and that you are motivated by making a positive difference to the lives of disabled people.

Excellent communication skills are essential. The people you advocate for will have varying communications needs, therefore, being able to adapt your style, use communication aids and think creatively about communication is required.

The service is demanding, therefore you will also need to deal with complex and difficult situations, manage a busy case load, demonstrate high levels of patience and understanding and feel comfortable acting assertively. Previous experience of child protection or social care services would be beneficial, as would experience of advocacy.

A significant portion of your time will be spent working face-to-face with the people we support, however, you will be expected to keep up to date case notes, send emails and attend digital meetings. Therefore, strong IT skills are essential.

Finally, we are extremely proud of our local roots. We are therefore looking for candidates who have a strong understanding of Wigan borough, are passionate about local services and supporting local people.

JOB DESCRIPTION

- We are a user-led organisation. You must ensure that the views of the people who use our service are central to all that we do.
- Be involved with the wider work of Embrace. This means our fundraising activities, social events and in-house committees.
- To provide advocacy for learning disabled people, whose children are being assessed by children's services.
- Attend multi agency meetings, assessments and court, alongside the people you advocate for to ensure they are able to fully participate.
- To work holistically with learning disabled people, recognising other areas in their lives where support would be beneficial that does not directly relate to our service.
- To support parents to access help which will improve their parenting skills and confidence, for example volunteer 'parenting mentors' who can be matched with parents and work with them at home.
- To support parents to access help/advice/information they may need in relation to housing, benefits, physical/mental health issues etc.
- To ensure parents understand information in meetings, letters, reports and legal documents.
- To make information accessible wherever possible, so parents understand what actions they are required to take.
- To work in collaboration and share knowledge with other professionals, so that they can develop how they work with learning disabled people.
- To travel across the borough of Wigan, and occasionally beyond, to deliver the service.
- To research, collate, record and produce high quality evidence.
- To work with people of different age groups and disabilities.
- Along with the Co-ordinator, to continuously monitor and evaluate the effectiveness of this service.
- To work with and help support volunteers.
- To be able to work out of normal office hours.

PERSON SPECIFICATION

Education and Qualifications	Essential/Desirable
Relevant degree or other professional qualification	D
Full clean driving license and use of own car insured for business use	E
Commitment to further training and development	E
Experience and Knowledge	
To have significant experience and or qualification in the disability field in particular child protection.	D
Knowledge and understanding of relevant legislation, policy and practice in relation to advocacy and service user groups	D
Relevant experience of working with people with disabilities and their families and/or other disadvantaged groups	E
Practical experience and knowledge of advocacy	E
Understanding of the way health and social care services are provided for vulnerable people	E
Proven track record of effective and efficient service delivery in a relevant area of work	E
Relevant knowledge of the needs/circumstances of vulnerable people and their families	D
Empathy and understanding of family dynamics and regard and respect for every individual situation.	E
Experience and knowledge of safeguarding and working with vulnerable people	E
Experience of working in partnership with different professionals and organisations and developing trust, respect and co-operation	E
Experience of recording, monitoring and evaluating service data	D
Experience and understanding of how to use the Microsoft Office software suite and other IT and office equipment.	E
Abilities, skills and personal qualities	
Excellent communication skills both written and verbal	E
Ability to motivate and negotiate	E
Ability to empower individuals and build up their confidence	E
Ability to work with others as part of a team	E
Proven ability to lead and motivate others to achieve positive outcomes	E
Ability to think and work in creative, flexible and innovative ways	E

Effective listening, diplomacy and negotiating skills, with the ability to act upon what is heard	E
Ability to respect confidentiality.	E
Ability to efficiently manage a service within budget allocation	E
Ability to work under pressure, meet deadlines and prioritise workload	E
Willingness and ability to be adaptable and flexible to achieve the overall aims and objectives identified for Embrace Wigan and Leigh	E
Ability to work within the ethos of Embrace Wigan and Leigh and to demonstrate a genuine commitment to promoting and achieving the core values of opportunity, choice and inclusion.	E

We are a user-led organisation. This means that the people who use our services set our strategic goals, ensure we remain aligned with our mission and make sure that disabled people in Wigan receive the best service possible.

Our Core Values

- **Equality** – All people should have equal opportunities to learn, grow and enjoy their life.
- **Inclusion** – We believe our communities are a better place to live when all people are included.
- **Community** – We are a proud local charity, who benefits greatly from strong community connections. We value our local community.
- **Accountability** – We recognise that our community trust us to deliver the best service possible for local people. This is why we are accountable in everything that we do.

Our Core Behaviors

- We expect all staff to display the following behaviors:
- **Ambition:** Do not set boundaries on what you, your team and the people you support can achieve.
- **Creativity:** Feel empowered to use your imagination and think of new and exciting ways we can help people achieve their goals.
- **Compassion:** be kind to your colleagues and the people we support. Listen, understand and empower people.
- **Pride:** Make sure that you are proud of all the work you do at Embrace. Ensure that you deliver a high quality service.

To apply please complete the Microsoft Form below by 11pm on 28th February 2022. Interviews will be arranged for 7th March 2022.

<https://forms.office.com/r/wnHd03pL2B>