



## Young Carers Field Worker

TYKES Young Carers

Location: Golspie, KW10 6RN

<b>Job Title:</b>	Field Worker
<b>Location:</b>	TYKES Office, Golspie
<b>Reporting to:</b>	Lead Field Worker
<b>Hours:</b>	28 hours per week (0.8FTE)
<b>Holidays:</b>	We offer a holiday leave allowance above statutory minimum, plus Christmas and New Year off
<b>Salary:</b>	£24,733 to £26,335 FTE dependent on experience.
<b>Contract:</b>	Fixed term to 31 <sup>st</sup> March 2026. Possibility to extend based on funding.

### PRINCIPAL AIMS OF THE POST

- Provide young carers in Sutherland with opportunities for respite from their caring responsibilities.
- To provide support services to assist young carers to overcome personal, social, educational and family difficulties and disadvantages which arise as a consequence of their caring role.
- To provide support services which help the young carer to be happy and enjoy life.
- To help young carers achieve their personal and educational goals.
- To provide support services aimed at removing barriers which a young carer may face to enjoying life and achieving ambitions.
- To raise awareness of the needs and issues of young carers amongst other care and educational professionals.
- Improve and promote the general health and well-being of young carers so that their standard of life may be enriched.
- Support the individual needs of young carers giving them the confidence and ability to make well informed choices about their lives.
- Encourage the fostering of friendships with others who share similar life experiences.
- Assist with transition to independent adulthood.

## DETAILED RESPONSIBILITIES

- To undertake assessments of young carers' needs according to Project procedures and guideline.
- To develop and maintain individual needs and development plans as approved by the Project Manager.
- To work with staff, young carers and other providers to develop existing and new support services
- To have a proactive response to meeting identified needs, and put forward ideas for new ways and areas of support.
- To support and encourage the participation of young carers in the development of TYKES and other providers' services.
- To provide emotional and practical support to assist young carers to develop personal goals and achieve their potential through one to one contact, group work and other forums.
- To deliver services through outreach work where distance or circumstances preclude attendance at the centre.
- To work independently and with other staff to plan and deliver activities, services and respite breaks to young carer individuals and groups which provide respite from caring responsibilities and achieve the Project's objectives.
- To assist with the running of the Project drop ins, activities and respite breaks and supervise and support young carers during these times.
- To assist with transport arrangements for young carers to attend drop in and activities.
- To develop young carer awareness of services and agencies that can support their development towards confident fulfilled adulthood, and assist them to access services from other agencies and support services including health and education providers.
- To act as advocate or representative for individual young carers in negotiating with and accessing services from other agencies to meet the individual's needs as a young carer.
- To encourage and enable young carers to constructively voice their needs and concerns in the public arena by working with the relevant agencies and professionals.
- To record all contact with young carers and/or their families and maintain records and documentation according to the Project's procedures, and as required by the Project Manager, in respect of delivering services to young carers and their families.
- To liaise with other agencies and attend meetings in accordance with delivering the aims, objectives and service requirements of the Project.
- To represent the Project at meetings with other agencies on behalf of young carers including school Joint Agency and Focus meetings, GIRFEC etc.
- To promote awareness of the needs and issues of young carers through contact and liaison with the public and other agencies and work with other providers to foster the development of services and support.
- To be familiar with, and carry out duties in accordance with the Project's policies and procedures and legislation, including health and safety, food hygiene, child protection, data protection and confidentiality.
- To report any issues to the Project Manager or duty fieldworker.

- To be aware of the role and responsibilities of statutory agencies, voluntary organisations and all relevant services.
- To attend staff meetings and undertake training as required.
- To participate in the development of evaluation and monitoring systems for the work of the Project.

### LEGISLATIVE/COMPLIANCE

- To ensure you comply with all statutory and legal obligations including Health and Safety at Work.
- Ensure Project's internal processes and administration are adhered to in a timely manner.
- To be vigilant on all safety matters and notify your line manager of any potential non-compliance of regulations or any hazardous situation which may occur
- Requires PVG Scheme membership

### Person specification - Knowledge, skills, qualifications and competencies

Essential	Desirable
SVQ3 Social Services Children and Young People (or similar) (or education, ability and willingness to commence and achieve this qualification)	Full UK driving licence and access to own car
Experience of working within the charity sector	Knowledge and experience of creating digital content
Experience of working with young people	Experience of representing and advocating for vulnerable people
Ability to create and deliver fun, engaging activities and experiences for young people	A working knowledge of Child Protection and the Highland Practice Model
Good computer skills, particularly use of Microsoft 365	A working knowledge/understanding of the Carers (Scotland) Act 2016
Excellent communication, time management and organisational skills	Relevant and up-to-date working practice with children and/or young people (preferably Young Carers)
Flexible and adaptable, able to positively respond to unexpected challenges in rapidly changing environments	Competence and interest in practical or creative skills, e.g. sports, arts, music, drama, cooking
Good record keeping and organisational skills and ability to manage own workload	