

## Night Project Worker – GLS (Park House)

**HOURS:** 35 hours per week, Sunday to Monday (covering nights during the week & weekends)

**SALARY:** £24,546.32 per annum

**ANNUAL HOLIDAYS:** 6 weeks plus Bank Holidays

**LOCATION:** Keighley

### Job Description

**REPORTS TO:** Scheme Manager

As a Night Project Worker at our Ofsted registered Group Living Service (GLS), you will join a supported accommodation scheme that provides both a home and support to young people experiencing difficult circumstances. The Night Project worker will be responsible for overnight security, ensuring the safety of the people we support that live onsite. You will remain awake through the night and monitor CCTV, ensure that any comings and goings are logged in line with policy, ensure the young people return home safe, and be available in the event of emergencies. You will be responsible for providing a handover to colleagues at the end of your shift and log any incidents in line with policy.

You will also organise evening activities designed to engage the young people and nurture their skills and interests. This could be anything from cooking sessions, film nights, games, or even excursions to the gym, cinema or football matches. This is not a role that takes place behind a desk, but rather an opportunity to be proactive and creative in your approach to supporting our young people.

### RESPONSIBILITIES

- Ensure that the young people living onsite return home safely each night, on occasion picking them up and bringing them home
- Be available in the case of emergencies, logging everything in the incident book
- Manage comings and goings as per our policies, making sure unauthorised persons do not enter the premises
- Be responsible for overall safeguarding of the young people during your shift



- Organise activities and engage with the young people, listening to their interests and building supportive relationships
- Be available to de-escalate conflict or manage anti-social behaviour
- Liaise with third party organisations as and when appropriate, such as police/ambulance in the event of an emergency
- Maintain a clean and tidy environment, completing cleanliness checks of the kitchen and communal spaces
- Provide a handover to colleagues following the end of your shift

Note: This is a job outline only and seeks to set out the principal purpose and functions of the role; it may therefore be subject to change. For management and specialist roles, colleagues will be responsible for the determination, assessment and management of risk.

### Safer Recruitment

Horton Housing is committed to safe and fair recruitment, safeguarding, and protecting the people that we support. Positions here at Horton require a fully completed application form with any gaps explored back to the age of 18, as well as a right to work check, two references and a DBS check to identify and reject applicants who are unsuitable to work with children or vulnerable adults.

## Person Specification

### ESSENTIAL SKILLS & EXPERIENCE:

- Have a desire to support young people, with knowledge and understanding of the issues and risks they face
- Be kind and compassionate, being proactive and creative to arrange activities and events
- Strong attention to detail, with the ability to identify risk and follow existing guidance and procedures, with a good knowledge of safeguarding
- Hold a level 3 NVQ qualification in Health and Social Care with Children and Young People or the willingness and ability to undertake this qualification once in post
- Ability to work night shifts and remain awake throughout - Shifts include covering nights during the week & weekends) so flexibility is a must

In addition to the above, it is expected that you will:

- Maintain professional boundaries
- Have a commitment to Equality, Diversity and Inclusion
- Are willing to undertake any further training required
- Are able to work flexibly to meet the needs of the service/department



## What matters most to the people accessing our services?

We spoke to a group of the people we support and asked them what they thought were the most important skills and qualities for a Horton colleague in a support setting. The group agreed that soft skills were often more important than direct experience. The people we support are looking for someone **professional** and **positive**, who is **respectful, non-judgmental** and **empathetic**. The group values staff that are both **good communicators** and **good listeners**, with the ability to **uplift** and **encourage** the people they support to meet their goals. With **patience** and **resilience**, our colleagues should **lead by example** and **'walk the walk'**. With all the exciting activities we have in our services, **resourcefulness** and a **sense of humour** doesn't hurt either!

