

Sessional Worker, National Leaving Care Benchmarking Forum

Job Description and Personal Specification

Role:	Sessional Worker, National Leaving Care Benchmarking Forum
Place of work:	Homebased, with travel to events.
Hours of work:	Sessional – No guaranteed Hours
Salary/Grade	Sessional rate
Reports to:	NLCBF Coproduction and Engagement Lead
Level of screening:	Enhanced DBS

Who we are

Catch22 exists to help build a society where everyone has a good place to live, good people around them, and a fulfilling purpose. We call these our '3Ps'.

We achieve this in two ways. First we improve lives on the frontline through delivery of public services. Secondly, we use our knowledge to change 'the system', to fix the complex web that can trap and disempower those it was set up to help. With the heart of a charity and the mindset of a business, we are uniquely placed to deliver on this challenging agenda.

Where you fit in

National Leaving Care Benchmarking Forum (NLCBF)

NLCBF is made up of over 130 local authority leaving care teams and aims to improve services and support for care experienced young people. At the heart of our work is our Young People's Benchmarking Forum – ensuring that the voices and priorities of care experienced young people shape our work.

NLCBF's main activities include running 9 hybrid events each year for leaving care professionals and care experienced young people; facilitating online events and workshops throughout the year and working to influence policy and decision makers in government and other public bodies.

The NLCBF team is made up of a core team of five people, nine care experienced sessional workers and a wider group of 'Champions' who are care experienced volunteers.

Young People's Benchmarking Forum

Sessional workers will lead on facilitation of young people's sessions at events and support Champions and Legends (volunteers) around planning and taking part in leading events and workshops. They will support the Catch22 Co-production and Engagement Lead to co-ordinate and work directly with young people involved with Young People's Benchmarking Forum (YPBMF), which is part of the National Leaving Care Benchmarking Forum.

The Young People's Benchmarking Forum (YPBMF) was formed in 2008 and involves young people 16-years-old and above from local authorities that are members of the NLCBF.

Members include young people who are employed by their local authority, undertaking a traineeship or actively involved with participation work and service delivery within their local authority.

The YPBMF works alongside the NLCBF to complete an annual work plan with the aims of improving understanding of children in care, improving services and producing advice, information resources and participation opportunities for other young people. The group prioritises issues they feel are important and campaigns to raise awareness of them and to try and achieve better outcomes for young people making the transition from care to adulthood. The YPBMF reports regularly to the NLCBF steering group.

Main Duties & Accountabilities

- Assisting in recruitment of young people for co-production workshops
- Support with administrative tasks related to organising meetings and events
- Working with Co-production and Engagement Lead and young people to prepare for meetings, consulting with young people to gain views and develop presentations
- Supporting and assisting in the development of the NLCBF & Young Peoples Benchmarking Forum with young people
- Attending & supporting young people to attend NLCBF & YPBMF events, workshops and meetings
- Where directed liaising/communicating with outside agencies/organisations or other local authority services/departments to support the work of YPBMF and NLCBF
- Attending and preparing appropriately for regular supervision with line manager

- Being willing to work flexible hours, including evening and occasional weekend work
- Being willing to travel nationally for events
- To comply with Health and Safety and Safeguarding policies and procedures
- To carry out such other relevant duties, as may be required and as are commensurate with the nature and grading of the post.

What does good look like for this role?

- Voice of care experience young people is at the heart of NLCBF events
- Key concerns and views of care experienced young people are captured and communicated to stakeholders such as DfE, Ofsted etc.
- Champions feel supported to take part in delivering events and consultation activities.
- Events and consultation activities are delivered safely and in line with Catch 22's Safeguarding policy.
- Sessional workers support the implementation of the NLCBF annual work plan.
- Catch22 vision and values are embedded across portfolio of services

Organisational Relationships

Reports to NLCBF Co-production and Engagement Lead

Liaises closely with outside agencies/other local authority managers/departments to enable the organisation of meetings and input for YPBMF & NLCBF products.

NLCBF Sessional Worker: Person Specification			
COMPETENCY	ESSENTIAL	DESIRABLE	ASSESSMENT
QUALIFICATIONS			
KNOWLEDGE/ EXPERIENCE	<p>Understanding of needs and issues relating to young people leaving care</p> <p>Understanding of safeguarding policies and procedures</p>		<p>Application/Interview</p> <p>Application/Interview</p>
SKILLS & ABILITIES	<p>Experience of working with children & young people</p> <p>Experience of working or volunteering with a group of young people</p> <p>Experience of and commitment to young people's participation</p> <p>Good written and verbal communication skills</p> <p>Able to liaise effectively and build good working relationships with staff and young people both internally and externally to the forum</p> <p>Ability to translate young people's views into clear presentations and resources</p> <p>Ability to facilitate the running of meetings with service users, volunteers and other workers</p>		<p>Application/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Interview</p> <p>Application/Interview</p>

	<p>IT literate and ability to undertake further training as required</p> <p>Good organisational skills</p> <p>Ability to motivate peers and represent young people's views</p>	<p>Experience of partnership working, including working in the voluntary and public sector</p> <p>Experience of working with young people leaving care</p> <p>Care experience</p> <p>Experience of using social media to raise awareness of organisations or projects</p>	<p>Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application/Interview</p> <p>Application</p> <p>Application/Interview</p>
OTHER	<p>Awareness of health and safety practice</p> <p>Ability to work flexible hours, that could include weekend and evenings</p> <p>Willingness to undertake training, as needed</p>	<p>Ability to travel outside of local authority on some occasions</p>	<p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p>

	Having a 'good vibe', being 'approachable' and good 'group work skills' which include the ability to defuse situations and reduce conflict	Awareness of safe lone working procedures	Interview
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