



JOB TITLE: Youth Caseworker (Croydon)

SALARY: £28,840

HOURS: Full time 35 hours per week

LOCATION: Croydon office but with regular travel across London.

MAIN PURPOSE AND SCOPE OF THE JOB

The Youth Caseworker will be responsible for providing intensive 1-to-1 practical and emotional support to young refugees and asylum seekers (11 to 25 years old). The caseworker will manage their own caseload and support the Service Manager with monitoring and evaluation of the service. The role is permanent but post-March 2019 only 4 days are guaranteed (the fifth day will be funding dependent).

POSITION IN ORGANISATION

Reports To: Service Manager
Responsible For: Casework Interns/Volunteers
Budget Responsibilities: n/a

DUTIES AND KEY RESPONSIBILITIES

Supporting young people

- To advocate on behalf of children and young people to enable them to access their full statutory rights and entitlements to education, social services support, housing, health care and legal advice.
- To accompany young refugees and asylum seekers to appointments with social services, solicitors, court hearings, GPs, mental health services, colleges/schools and other support services/ organisations.
- To support children and young people through the asylum process, including access to legal representation, support through age assessments, appeals and detention.
- To facilitate access to other services as needed.
- To participate in team meetings and regular supervision, including clinical supervision.
- To attend the Young Roots Thursday youth group in Croydon on a regular basis to offer casework support.
- Any other duties as mutually agreed with the Croydon Service Manager.

Managing Staff and Volunteers

- To manage casework interns and volunteers.

Monitoring and Evaluation

- To keep accurate written records of casework support provided using Lamplight software.
- To contribute to monitoring and evaluating the impact of this service.

GENERAL RESPONSIBILITIES

- To attend and take part in training as agreed with your manager.
- To attend regular supervision, clinical supervision, team and case discussion meetings as agreed with your manager.
- To read, understand and agree to Young Roots child protection/safeguarding policy.
- To read, understand and implement the Young Roots Equal Opportunities policy.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Good team working skills • Good administrative and IT skills • Good time management skills • Ability to empathise, communicate and engage effectively with young people in distress • Ability to handle complex, sensitive and confidential information appropriately • Ability to work independently, manage own workload and handle stress • Strong advocacy skills 	<ul style="list-style-type: none"> • Ability to speak one or more refugee community languages is highly desirable
EXPERIENCE	<ul style="list-style-type: none"> • Experience of providing casework support to young refugees and asylum seekers aged 11-25 years • Experience of supervising and motivating staff and volunteers • Experience of carrying out monitoring and evaluation activities • Experience of outreach work with refugee and migrant communities 	<ul style="list-style-type: none"> • At least 1 years' experience of providing casework support to young refugees and asylum seekers aged 11 to 25 years • Experience of working in the local area (Brent) • Experience using participatory methods to work with young people
QUALIFICATIONS		<ul style="list-style-type: none"> • Educated to degree level • Postgraduate qualification in refugee studies or related subject • Certified at OISC Level 1 or willingness to pursue it
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge of the UK asylum and social care systems for young asylum seekers and refugees, incl. for Unaccompanied Asylum Seeking Children and young people who have come to the UK with their family • Understanding of the challenges experienced by young refugees and asylum seekers in London • Knowledge of child protection issues and safeguarding processes 	<ul style="list-style-type: none"> • Knowledge of services and organisations working with young refugees and asylum seekers in the local area (Croydon)

PERSONAL ATTRIBUTES AND OTHER REQUIREMENTS	<ul style="list-style-type: none">• Flexibility• Trust and integrity• Commitment to Young Roots' values• Willingness to work outside usual office hours• Willingness to undergo a DBS check for Young Roots	
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COMPLETED APPLICATION FORMS SHOULD BE SUBMITTED BY 9AM ON WEDNESDAY 24TH OCTOBER TO HAYLEY COHEN AT LONDON@YOUNGROOTS.ORG.UK

