



## Job Description

**Job Title:** Support Worker

**Hours:** Sessional

**Responsible To:** The Project Manager

**Location:** Throughout Lanarkshire

**Job Purpose:** To provide brief interventions and individual support to clients who may be experiencing a range of issues; which may include, but are not limited to: mental health, criminal justice, alcohol and drug related problems.

**Role Purpose:**

- To offer confidential support for vulnerable clients and their families, who are experiencing a variety of issues?
- To offer where required, delivering topic specific group sessions.
- To contribute to the safety of and to improve the health of the communities
- To assist project staff in the provision of interventions and

**Key Duties and Responsibilities**

Where appropriate, carrying out assessments and providing client support as required.
To initiate, review and update action plans with clients. To use the action plan within and between services to ensure that client's needs are met in an appropriate manner.
Working within a structured framework to provide short and longer term confidential support work and maintain case notes and files.
To offer a range of brief interventions and harm minimization strategies to all clients including families, depending on the individual needs of the clients.
To assist in the day-to-day operation of the programme through the delivery of appropriate interventions including assessing risk and ensuring a safe and appropriate environment for all.
To record client information in accordance with organisational policy to ensure the integrity of information collated.
Ensure good working relationships are established and maintained with clients, service partners and Project's team and management.
To abide by Liber8's Codes of Practice, developing your own knowledge and practice team meetings and other appropriate forums so as to fulfill your role as an effective member of the team and with an emphasis on sound practice and case management
Carry out any reasonable and lawful duties and responsibilities as required by management.

**Special Conditions**

- Some out of hours work may be required.
- Preparedness to travel throughout Lanarkshire will be required
- The successful candidate will be required to undergo a PVG check.
- Any other duty to be undertaken under the direction of Management

## **PERSON PROFILE**

### ***Essential***

- A recognised relevant qualification and or equivalent relevant experience in working with vulnerable client groups
- Ability to demonstrate a clear understanding and awareness of a range of issues
- Ability to engage with clients, to develop and sustain warm and trusting relationships
- Experience of interagency working
- Good communication and interpersonal skills; friendly nature, and an understanding of people with a variety of complex issues
- Have a current clean driving license and access to a car

### ***Desirable***

- An enthusiastic attitude and the capacity to thrive in a challenging learning environment
- Ability to demonstrate a warm, person centred and affirmative approach to people
- Ability to work constructively and co-operatively as part of a consistent team
- Ability to take initiative in dealing with emergencies or complex situations
- Ability to motivate
- Ability to work on your own initiative in a responsible way
- A flexible and mature approach