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SEEN + HEARD (FIFE) PROJECT WORKER

Job Description/Person Specification

Hours: 14 hours per week (+ an additional 21 hours the week commencing 7 October 2019 only)

The successful candidate must be able to work on Tuesdays. Other than this, work hours are to be agreed, but Friday is not a working day for this project. In addition, the candidate must be able to work the full week of 7 – 11 October 2019.

Salary: £25,834 - £26,832 pro rata

Location: The post's administrative base will be in Children's Parliament office in Edinburgh with frequent travel to Fife for direct work with children and partners.

Duration: The post is time limited to 31 March 2020, with the possibility of extension depending on funding. We expect the successful candidate to start as soon as possible.

Application Process:

Applicants must use the designated application form. Informal enquiries are welcome; please email Rona Blackwood, Head of Programmes with any questions:
rona@childrensparliament.org.uk

Applications must be submitted by email before the deadline: **12 noon, Tuesday 17 September 2019.**

Interviews will take place on **Monday 23 September in Fife.** Interviews will consist of a panel interview and an informal session with some children from Seen + Heard (Fife).

Children's Parliament is an equal opportunities employer.

About Children's Parliament:

Children's Parliament is Scotland's Centre of Excellence for children's participation and engagement. Through our projects, programmes and consultations we work with children, the adults who love and care for them, and the wider communities in which they live.

We work across the domains of home, school and community. Our purpose is to promote understanding of, and commitment to, implementation of the rights of the child. We do this by helping children and adults to learn that rights-based relationships are built on the core idea of human dignity alongside empathy, kindness and trust.

We emphasise that the needs and rights of children are distinct from young people or adults, and we remind every individual citizen and public body that children's rights are human rights.

The Children's Parliament is part of a wider network of organisations providing for the fulfilment of children's human rights. We aim to seek, build and maintain relevant partnerships in order to achieve our shared goal of improving outcomes for Scotland's children.

Children's Parliament has two main strands of work:

- *Children's Voices Programme* – this strand consists of short to medium term consultations, projects and events of national significance, aiming to embed the views, experiences and ideas of children into decision making around policy, practice and legislation in Scotland. These projects and consultations are mainly commissioned by Scottish Government and other public bodies, but some are occasionally developed internally and funded through grants and foundations.
- *Community/Regional Programmes* – this strand consists of strategic long-term, locality-based programmes of work that are delivered in partnership with local authorities. These programmes aim to embed a children's human rights approach to service delivery, development and review to improve children's outcomes. We are currently working in partnership with four local authorities: City of Edinburgh, East Lothian, Fife and Aberdeen City.

For more information about Children's Parliament visit www.childrensparliament.org.uk

About Seen + Heard (Fife):

Seen + Heard Fife is one of Children's Parliament's regional programmes. It is a spotlight project, demonstrating how to engage with younger care experienced children so that their experiences, views and ideas can inform development in policy and practice at a local and national level. This work is a commitment to prevention and early intervention by creating space for care experienced children to develop the skills, values, behaviours and knowledge they need to be active and engaged and ensuring that their voices are heard by those making decisions that impact upon their lives.

The current programme is run across two groups:

- In the initial group (Seen + Heard 1) newly referred children experience a rights-based creative approach focused on increasing connectivity and a sense of belonging by being part of a group with similar experiences. Children use creative arts to explore their identities, values, dreams and ambitions and the work is focused on creating a safe and supportive atmosphere in which the children can explore their experiences, learn about

and understand children's human rights, and begin to share with adults what they need to be healthy, happy and safe in care. Part of the programme involves *papier-mâché* week, where the children imagine themselves 20 years in the future and create an individual papier-mâché model of themselves to capture and reflect their current and future needs, their strengths and talents, and their hopes and dreams for the future.

Primary focus: to develop positive relationships with adults and peers, build confidence, understand the idea of human dignity, explore aspects of identity, and experience a safe, supportive environment.

- In the follow on group (Seen + Heard 2) children who have completed year one continue to build upon their experiences, and within the safety of the consistent support network built up around them through Seen + Heard 1 they expand their involvement in sharing their voices and making positive changes which help all children in care be healthy, happy and safe and have a voice. Using creative arts children explore how they can be human rights defenders and can stand up and claim their rights as well as help protect the rights of other children across Scotland. Children share their ideas, experiences and opinions with adults who make decisions across Fife and nationally by facilitating interactive engagement events and attending influencing platforms with targeted groups of decision makers. Seen + Heard 2 also supports children as they make the transition from primary to secondary school, a time which can be difficult for children and particularly for children with care experience.

Primary focus: to explore new opportunities, connect with influencers and decision makers, and participate in consultations/events in order to have their voices heard.

About the post:

The Project Worker post will be an essential part of the delivery of the Seen + Heard Fife Programme, providing practical and logistical support, co-facilitating group sessions and activities, and assisting with evaluation and monitoring of the project. The Project Worker will be involved in all aspects of the project delivery, including group sessions, papier-mâché week, events, and activities with the follow on group.

The post holder will work closely with the two Seen + Heard Project Workers currently in post, the Head of Programmes who will manage the role and other members of the Children's Parliament team. In addition, the role-holder will be expected to build positive relationships with the Fife Corporate Parenting Development Team and the Fife Corporate Parent Board to ensure the children's voices are heard and acted upon.

Key Tasks:

- To work with the Seen + Heard Project Team to plan and facilitate the delivery of the Seen + Heard Fife groups for care experienced children.
- To undertake regular feedback and check-ins between the participating children and their parents/carers and social/support workers.
- To assist with the monitoring and evaluation of the project, including the accurate recording of group sessions and report writing

- To undertake the logistical organisation of the programme including consent, materials, transport, and liaison with schools, social workers, families/carers and partner organisations
- To build positive and effective relationships with Children's Parliament staff and external professionals and partners
- To provide content for various media including Children's Parliament website and for social media

In order to deliver this challenging job, the post holder must:

- Work within the values of Children's Parliament
- Work efficiently and to deadlines
- Be highly organised with the ability to work independently as required
- Communicate confidently to varied audiences
- Write clearly and concisely
- Be reflective, responsive and flexible
- Work occasional irregular hours or over-nights away from home.
- Have a full driving licence and access to a vehicle (desirable)

We are looking for someone with general **knowledge** of:

- Children's human rights, the UN Convention on the Rights of the Child and other human rights instruments
- Current national discussions relating to children's human rights, national policy in relation to care experienced children and trauma informed practice
- Relevant policy and legislative frameworks including the Scottish Government National Performance Framework, Curriculum for Excellence, Getting It Right for Every Child and other key national policy initiatives
- Fife schools and support services, especially in relation to care experienced children

We are looking for someone with **experience** of:

- Developing and delivering creative programmes for children's participation and engagement (ideally with care experienced children)
- Working alongside children (children engage with Children's Parliament from early years, through primary school, up to the age of 14) as equals, respecting their rights and views, and encouraging their meaningful participation
- Working as part of a collaborative team
- Delivering projects to deadlines and within budget
- Supporting adults to learn about children's rights and participation
- Building relationships and representing the organisation

We are looking for someone with **skills** including:

- Self-motivation
- Time management and management of administration systems
- Management of monitoring and evaluation systems

- Imagination and creativity: developing creative approaches to citizenship work with children
- Facilitating groups
- Report writing

A professional qualification in Community Education, Health, Social Work, Teaching, Pedagogical studies aligned with human rights or an ability to demonstrate extensive relevant experience is essential.

Support and Supervision: Support and supervision will be provided by Children's Parliament Children's Voices Programme Manager.

Child Protection/Other policies and practices: Successful candidates will be required to comply with Disclosure Scotland PVG processes. More generally, Children's Parliament is committed to fair and transparent working practices. The post holder will be expected to adhere to the policies and practices outlined in the organisation's policy documents.

