

## Job Description

<b>Role:</b>	Peony Support Worker
<b>Reporting to:</b>	Peony Service Manager
<b>Direct Reports:</b>	None
<b>Budget Responsibility:</b>	None
<b>Location:</b>	St Pauls, Bristol

**Job Purpose:** To assist in the running of the One25's Peony project, providing a safe women-only space for vulnerable women to engage with meaningful and therapeutic activity and provide opportunities for women to permanently leave sex work and/or meet their goals.

### Job Accountabilities:

- To support in keeping Peony open as a welcoming, safe and drug and alcohol free environment for all service users, volunteers and staff and support the Peony Manager to manage behaviours and boundaries proactively, competently and effectively.
- Identify safeguarding issues relating to Vulnerable Adults and Child Protection and follow safeguarding procedures.
- Liaise with the Peony Team in order to plan, organise and when relevant, lead on the delivery of a range of meaningful activities.
- To ensure all service users who access Peony have initial assessments completed, manage a caseload of women and provide goal setting 1-1 support to ensure women and peer volunteers are referred to EET opportunities and additional support.
- Design, plan and deliver bespoke trauma informed groupwork which may cover issues such as domestic abuse, substance misuse and mental health.
- To supervise and support the volunteer teams and facilitate Peony briefings and hand-overs.
- Plan and lead weekly cooking sessions whilst ensuring One25's food handling procedures are followed and service users are involved in menu planning and cooking.
- To assess the readiness of vulnerable women to join Peony and to advise when it may be time for them to move on to ensure maximum benefit is derived from the programme.
- To assist with ensuring all Peony records are accurately recorded on the database including attendance, outcomes, visitors and incidents.
- Assist with obtaining service user feedback, using this feedback to shape services and involving service users in the development of the Peony and One25 services.
- Work in partnership with other agencies to ensure the best possible outcomes for One25's service users including providing a programme of activities and external opportunities.

**Measures for the Role:**

- Each women has an assessment of her strengths & needs.
- Complete goal setting with women as part of their 1-1 work.
- Design, develop and deliver group specialist work sessions.
- Collect and share feedback from women on the service provision.

**Any other responsibilities:**

- Any other duties the Manager considers appropriate.
- To work outside of office hours at manager’s request.

**Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	Educated to A level or equivalent experience	Level 2 Food Hygiene Certificate
<b>Knowledge</b>	<p>Knowledge of Safeguarding policies and procedures</p> <p>Understanding of vicarious trauma and self-care, and methods to reduce impact on self</p> <p>Knowledge of housing and homelessness issues, physical and mental health issues, and a good knowledge of local services</p> <p>Understanding of boundaries and confidentiality</p>	<p>Knowledge of other voluntary and statutory sector services supporting people with multiple and complex needs</p> <p>Understanding how trauma and adverse experiences impact our lives</p> <p>Knowledge of the impact of street sex work</p> <p>Knowledge and understanding of a person-centred approach and employing psychologically informed practice (PIE)</p> <p>Understanding of data protection and GDPR</p>
<b>Skills</b>	<p>Effectively manage and support a caseload of women</p> <p>Ability to engage service user group and sustain sometimes emotionally demanding and challenging relationships, whilst maintaining</p>	<p>Able to communicate effectively with people at all levels in person and through written communications and reports</p>

	<p>boundaries</p> <p>Ability to plan and facilitate groups</p> <p>Ability to plan, organise and deliver work to meet individual, team and organisational objectives and deadlines</p> <p>Ability to use IT systems including proficient user of Microsoft Office (or equivalent package), with a good knowledge of Word and basic knowledge of Excel and PowerPoint</p>	<p>Able to plan menus and support women to prepare a hot lunch for up to 10</p>
<b>Experience</b>	<p>Significant experience in an equivalent role</p> <p>Experience of working in multi-disciplinary teams and with multiple agencies</p>	<p>Previous experience of working in the voluntary sector</p> <p>Experience of working with women involved in street sex work</p>
<b>Competencies/behaviors</b>	<p>Sensitive and able to communicate effectively with people at all levels</p> <p>Able to be empathetic, reflective, objective and have a resilient disposition with effective self-care</p> <p>Confident and able to think on their feet and react decisively in pressurised situations</p> <p><u>Requirements for all One25 staff</u></p> <p>Continually seeks to improve performance organisationally and personally</p> <p>Ability to form and maintain good working relationships with colleagues</p> <p>Works well under pressure and plans, organises and manages workload to meet objectives and deadlines</p> <p>Ability to be an ambassador for</p>	

	<p>One25 externally and across internal teams</p> <p>A willingness to get the job done</p> <p>Promotes effective team working and supports team work across immediate and wider One25 teams</p> <p>To operate in line with One25's core competencies and values: Core values:</p> <ul style="list-style-type: none"> <li>• Person-centred</li> <li>• Justice</li> <li>• Unconditional love</li>   <li>• Non-judgmental</li> </ul> <p>Core behavioural competencies:</p> <ul style="list-style-type: none"> <li>• Working with Others</li>   <li>• Communicating</li>   <li>• Organisational awareness</li>   <li>• Learning and growth</li>   <li>• Planning and delivery of work</li>   <li>• Motivational leadership</li> </ul> <p>Able to actively demonstrate and communicate a willingness to work within and support the clear and inclusive Christian ethos</p>	
<b>Other</b>	This post is open to women only	