



Education Development Worker

Contract	Permanent contract (subject to funding). Current funding secured until March 2024.
Hours	Part time, either 21 hours or 28 hours per week (to be agreed with successful candidate), including occasional evening work.
Salary	£25,000 FTE (pro rata for 21 hours = £15,000, pro rata for 28 hours = £20,000)
Pension entitlement	5% employer contribution and 3% employee contribution
Holiday entitlement	25 days holiday a year plus bank holidays FTE (pro rata for 21 hours = 15 days, pro rata for 28 hours = 20 days)
Location	Citywide provision. Based at Sheaf Bank Business Park, Unit R7b, Riverside Block, 20 Prospect Road, Sheffield, S2 3EN
Responsible to	Deputy Manager (Line Manager)

About Sheffield Young Carers

Sheffield Young Carers (SYC) raises awareness of and provides support to children and young people aged 8-25 who provide substantial unpaid care to a member of their family and/or are affected by familial substance misuse. The cared-for person may have a long-term illness, disability, mental health problems or substance misuse issues. SYC aims to reduce isolation and stigma; increase young people's access to social, educational and career opportunities; and provide practical and emotional support. We offer one-to-one and group support; holiday activities and breaks; family support; and support through key transitions, e.g. primary to secondary school.

SYC works city-wide to ensure good quality support is available to young carers and young people affected by familial substance misuse across Sheffield, both on a strategic and operational level. We provide information, training and resources to young people and professionals in all fields and coordinate a schools network to support local schools to develop best practice for identifying and supporting young carers. We are also active members on a range of strategic boards and networks working to influence policy and practice in order to improve the lives of young carers city-wide.

For further information please visit www.sheffieldyoungcarers.org.uk

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We invest in people Standard



Job Description

Purpose of role	To improve and increase identification and support for young carers and young people affected by familial substance misuse in education settings across Sheffield
Main duties	<ul style="list-style-type: none"> ● To coordinate and deliver a specialist project with up to 10 education settings ● To establish and maintain excellent partnerships and working relationships with a range of education providers and services across the city ● To support the Deputy Manager with the development and coordination of our Young Carers Schools Network and our relationships with further and higher education bodies ● To establish and maintain excellent partnerships and working relationships with local education providers and other agencies who work with young people and their families e.g. youth groups, MAST (multi-agency support teams), social care etc ● To develop guidance, protocols and resources for use in schools and other education settings ● To plan and deliver awareness-raising training and presentations to education practitioners, headteachers and governors ● To support the Deputy Manager to ensure young carers are recognised and prioritised in education initiatives and policy at a local and national level ● To be responsible for effective planning, delivery, record keeping, evaluation and monitoring for all work undertaken, to meet requirements of external funders ● To ensure service users' experiences and expertise inform and guide all work
General duties	<ul style="list-style-type: none"> ● To work as part of a team and participate in regular supervision meetings, team meetings and training ● To contribute to service evaluation and the overall development of SYC ● To work in accordance with the policies of SYC, including our safeguarding children and vulnerable adult procedures and our confidentiality framework ● To work flexibly, including some early morning and evening work where needed ● To contribute to the organisation's positive public profile and carry out all duties in a professional and polite manner in line with SYC's Competency Framework ● To evidence SYC's values at all times, which underpin SYC's vision of 'working with young carers to make a difference for life'.
SYC Values	<ul style="list-style-type: none"> ● Inclusion: we welcome and involve everyone, and challenge discrimination, to improve the lives of all young carers ● Innovation: we reflect and change to always do the best we can ● Inspiration: we share our expertise and energy to inspire positive change ● Impact: we see and nurture potential to make lasting change in young carers' lives

The list of duties above is not exhaustive and may be reviewed in consultation with the post holder. An Enhanced DBS (Disclosure and Barring Service) check will be required prior to the commencement of the post.

Person Specification

Knowledge and Understanding	
Essential	<ul style="list-style-type: none"> • Ability to demonstrate an understanding of issues affecting young people at transition stages and the interface between education, wellbeing and home life • Knowledge and understanding of the education system and structures in Sheffield
Desirable	<ul style="list-style-type: none"> • A relevant qualification in Education, Community Development, or Project Management (Level 2 or above) • Ability to demonstrate an understanding of the key issues that affect young people taking on a caring role and/or young people affected by familial substance misuse • Knowledge of current legislation and national developments for young carers and/or young people affected by familial substance misuse
Experience	
Essential	<ul style="list-style-type: none"> • Experience of working in or with education providers • Experience of establishing and sustaining successful professional partnerships • Experience of planning and delivering training and presentations • Experience of engaging and consulting with service users and stakeholders through effective collaboration and communication skills
Desirable	<ul style="list-style-type: none"> • Experience of developing resources for use in education settings • Experience of monitoring and evaluating programmes of support for children and young people • Experience of actively including young people in participation and decision-making processes
Skill and ability	
Essential	<ul style="list-style-type: none"> • Enthusiasm, commitment and dedication to SYC's work • Excellent interpersonal and communication skills, both oral and written, with the ability to communicate clearly and professionally with colleagues, partner agencies, young people and parents, • Presentation and facilitation skills • Organisational skills, with an ability to manage own workload, work to tight timescales and deadlines • IT skills (minimum Word, Excel, PowerPoint, Zoom/Teams and databases)
Additional Working Requirements	
Essential	<ul style="list-style-type: none"> • To maintain confidentiality and work within the remit of SYC policies • To demonstrate an ability to work within child protection guidance and promote equality for all • To be available to work occasional evenings (e.g. for twilight training in schools etc.)

Desirable

- Driving licence and the use of a car with business insurance