Referral & Assessment Coordinator (Youth Violence)

Salford Foundation are seeking to recruit an experienced referral and assessment Co-ordinator to join their STEER team. STEER supports young people aged 10-18 at risk of becoming involved in youth violence and criminal exploitation. Salford Foundation already offers a range of services to support people at risk of becoming involved in crime. This project will seek to complement existing programmes by having a focus on tailoring interventions to tackle complex needs and support with desistance from offending, with a view to enhancing their confidence, resilience and coping strategies.

The programme is part of the Youth Endowment Fund’s Another Chance funding round and works closely with an evaluation partner to understand the success of the programme and the opportunities for next steps.

In particular the Co-ordinator will be responsible for:

* Engaging young people at risk of violence and their families in order to gain consent for support
* Promoting and explaining the project and evaluation processes to young people, families and external professionals
* Completing research based evaluation tools with all young people on the programme
* Liaising with other co-ordinators and support the transition of young people to new mentors.
* The identification of appropriate opportunities and programmes to meet the development needs of service users
* Acting as an advocate or supporter in assisting service users to better access mainstream services
* The maintenance of relationships with key organisations within Greater Manchester which work with young people on the programme
* The capture of appropriate information to support the management information requirements of the contract
* Onward referral to specialist services when the additional needs of a young person cannot be met by this programme (e.g. Substance Misuse services; CAMHS; CSE Team)
* Ensuring evaluation evidence is captured on an ongoing basis to determine the value of the service to users and as a source of management information for further programme development
* Implementing and complying with all the Foundation’s policies, including the Safeguarding Policy and procedures and ground rules for implementing appropriate behaviour with children, young people and adults
* Any other duties as reasonably required by the Foundation Management Team