



salford foundation

Job Title:	Wellbeing Project Worker (Criminal Justice)
Team:	Targeted Adult Support Services
Department:	Adult Services
Reporting to:	Targeted Adult Support Services Manager
Location:	Acton Square, Salford
Salary:	£22,000 to £23,500 pa
Hours:	Full time (35 hours per week)

Introduction

Salford Foundation is seeking to recruit a project worker to work in our Men's Wellbeing Hub which offers guidance and support to vulnerable males aged 18+. The main focus of this particular project is to support ex-offenders to move forward in their lives and reach their potential. This is achieved through a combination of professional help, one to one support and suitable referrals. Our centre provides support to men on a wide range of themes and topics including:

- Aspirations and goals
- Independent living skills
- Employability and training
- Health and wellbeing
- Benefits, finance and energy advice
- Fitness, hobbies and interests

The Wellbeing Hub's programme of work combines one-to-one and small group sessions, delivered face-to-face in our Salford centre, or in various community venues across Salford.



Key tasks & responsibilities

In particular the post-holder(s) will be responsible for:

- Managing an assigned caseload of ex-offenders, making an initial assessment of needs to deliver suitable help, advice and signposting
- Providing person-centred wellbeing support and coaching which encourages independence
- Empowering people to be informed and make decisions about the future that they want for themselves
- Working within professional boundaries, and in line with risk and safeguarding processes.
- Developing tailored action plans to help people on probation to meet their goals and celebrate progress
- Advocating for clients with other services and statutory partners
- Coordinating multi-agency approaches to get the best outcomes for clients
- Working collaboratively within the Targeted Adult Support Services team to support a programme of group wellbeing activities for the Wellbeing Hub's residents
- Maintaining engagement with people to ensure they have a positive journey through this programme
- Developing and maintaining strong working relationships with colleagues at probation
- Communicating and coordinating our wellbeing offer with probation and wider partners
- Maintaining accurate records of activity and outcomes to meet reporting requirements
- Ensuring that the project is delivered efficiently and that targets are met
- Gathering case studies and logging any learning that emerges
- Contributing to Salford Foundation team meetings and the day to day running of in-centre activities

Person specification

Knowledge

- Knowledge of barriers and challenges faced by vulnerable adults, to achieve positive future destinations
- Understanding of risk and safeguarding processes
- Understanding of, or a strong interest in, criminal justice and the role of probation

Experience

- Track record of supporting adults with multiple complex needs through a process of personal change
- Experience of delivering activities to meet specific outcomes or targets as part of a project or team
- Track record of building strong trusted relationships with programme participants

Skills

- Ability to communicate with a wide range of people in an authentic way to build rapport
- Ability to communicate effectively to maintain strong relationships with partner organisations
- Ability to plan own work schedules and priorities to meet deadlines
- Ability to work within case management systems to record evidence
- Ability to take a flexible approach and respond positively to new ideas and ways of working
- Good IT skills and record keeping, including a proficiency in the use of Microsoft Office

Values and Attitudes

- Commitment to working in a person-centred and strengths-based way
- Commitment to inclusion and an understanding of the role of co-production



Welcome to our team!

As a valued member of our team, you get:



6% Pension Contribution

We contribute a generous 6% of your annual salary into your pension scheme (double the legal requirement)



Holidays

23 days off per year + 8 bank holidays. You'll get an extra day's holiday for each year you work with us (up to a max of 30 days). *Pro-rata for part-time staff*



Travel

Your car is important to you and us – keep it safe in our free, secure on-site car park at our main office. We pay 45p per mile when you're driving as part of your job. You can also get help towards the cost of a new bike with the Cycle to Work scheme.



Happy Birthday!

Enjoy your birthday with an extra day off and £10 to spend at amazon.co.uk as a gift from us.



Freebies, deals & discounts

Free access to 100's of discount codes at charityworkerdiscounts.com You can also access further deals and discounts through priority.o2.co.uk



Happy Christmas!

Celebrate the successes of the year at our free staff meal. Also, we're closed over the Xmas period so you get a proper break, (using 3 days' holiday). ☺ Enjoy

Hybrid and flexi working

For most roles, you will only be required to work from the office 2 days out of 5. You can work from home on the other days. Enjoy further flexibility on your start and finish times and the length of your lunch with our flexi working arrangements. All of this is great for your work-life balance.

Your opinion matters

We have an active Workplace Engagement Group and other opportunities to influence and change our charity. We have a staff-led Equality, Diversity and Inclusion Group and conduct an annual staff survey.

Make a Difference

Be a part of changing people's lives for the better every day you come to work! 98% of our team say they are proud or very proud of the difference their work makes. (Staff survey, 2022).

Stay Healthy

Your health and wellbeing matter to us. You can take a 'wellbeing hour' during work hours each week. We run regular wellbeing activities and you can be supported to create your own wellbeing plan. Counselling support is also available when life or work gets particularly challenging.

Stay Social

We hold regular social events and lunchtime activities. We also have an annual staff Away Day.

We are a @LivingWageUK & Greater Manchester @GoodEmpCharter accredited employer.