

St. Augustine's Centre

Job Description

Job Title	VPRS and VCRS Integration Support Worker – 18 month contract from <u>June 2019</u>		
Job Objective	<ul style="list-style-type: none"> • To support households resettled under the Vulnerable Persons Resettlement Scheme (VPRS) and Vulnerable Children's Resettlement scheme (VCRS) to connect with their local community and access social/sporting/recreational and leisure activities and programmes that will aid integration • To establish and develop working relationships with local groups and other establishments within the local communities to aid integration 		
Employment Status		Hrs per week	30
Salary	NJC scale 5 spinal column point 12	Holiday Entitlement	Pro rata 25 days plus bank holidays
Line Manager		Line Management responsibility for	Volunteers

Main Duties and Responsibilities

To:

- Work in partnership with Calderdale Council, Halifax Opportunities Trust and wider partners as identified by Calderdale Council's Neighbourhood Service so that individuals supported by the scheme :
 - o become independent/self-sufficient,
 - o can navigate and are integrated in local communities
 - o are able to take up education, volunteering and employment opportunities in a realistic timeframe
- Offer intensive support to individuals supported by the scheme during year 1, including:
 - o Leading on a Welcome Party for all new arrivals under the VPRS and VCRS schemes
 - o Ensure regular contact with each family through a combination of phone/home visits/drop ins/ meetings/invites to St. Augustine's Centre
 - o Providing information and advice on the local area, cultural norms, statutory services, etc. so that families feel well-orientated
 - o Within 8 weeks of arrival agree and implement support plans for each individual adult which compliments the work of the wider partnership including but not limited to:
 - what they liked doing before moving to the UK
 - what they are interested in finding more about in Calderdale and the UK,
 - what kinds of activities they enjoy doing
 - A focus on social/recreational/leisure/sports/women's and men's groups/parent support/voluntary and community sector activities
 - What their short-term and long-term goals are and how they plan to achieve them
 - Identify potential barriers to achieving integration goals
 - o Agree and implement support plans for the children in each family based on their interests and hobbies, and connect them to suitable groups and activities that are within the family's budget
 - o Monitor progress, review and update support plans on at least a quarterly basis
- Subsequently (years 2-5), continue to build relationships with families in their homes and local areas to help them
 - o Continue to navigate and become settled in their local area
 - o Review and update their personal goals and assist them in working towards achieving

them

- o Develop their English skills and social opportunities by joining local clubs, networks and activities- local sport, conversation clubs, libraries etc.
 - o Identify and take up volunteering opportunities –including assisting fellow arrivals in local orientation, informal language training and social interaction
 - o Overcome barriers restricting integration and personal development, where possible
- Attend and participate at joint partnership frontline workers’ meetings, providing updates/ feedback and taking responsibility for identified actions
- Have management responsibility and oversight of a Befriending scheme for VPRS and VCRS families (including informal English support from volunteers)
- Organise relevant trips and activities that will assist families to become more familiar with the local and wider area
- Develop presentations/ resources to raise awareness of the heritage and cultural traditions of the new arrivals within the host community and establishments such as schools and faith establishments etc.
- Build links with local groups and other establishments within the community to support integration and work with them to encourage resettled Syrians and host communities to join in shared activities
- Facilitate communication between the households supported by the scheme and new arrivals from other countries in different geographical areas of Calderdale and the region as appropriate.
- Establish and develop working relationships with other service providers to enhance the whole VPRS and VCRS programmes, raising awareness and creating resources for future use - good practice and local case studies
- Fulfil the specific external and internal reporting, monitoring and evaluation requirements for Calderdale Council and St. Augustine’s Centre, involving all stakeholders
- Ensure that Centre policies, procedures and codes of conduct are reflected in daily practice
- Promote the welfare of all Centre users and support the Centre in safeguarding children and vulnerable adults through relevant policies and procedures
- Promote equality as an integral part of the role and treat everyone with fairness and dignity
- Recognise health and safety as a responsibility of every employee, take reasonable care of self and others and comply with the Centre’s Health and Safety policy and any specific procedures / rules that apply to this role
- Ensure confidentiality is respected, subject to the provisions of the safeguarding policies and procedures
- Ensure that the access and use of physical and electronic records is in accordance with the Centre’s Data Protection policy and procedures
- Any other duties that may arise, develop or be assigned as agreed with the Council’s Neighbourhood Service

