

CARERS EDUCATION AND DEVELOPMENT WORKER

JOB DESCRIPTION

Job description

We are seeking a compassionate, organised person who will work to raise awareness of Carers and Young Carers and promote the services available to support those with a caring role within the North East of the city. Through collaborative working with partners within the Third sector, Statutory, Health, Education, Youth services and any other relevant agencies you will create and develop opportunities to support the identification of Carers, and Young Carers to the service.

Key Responsibilities

- Work closely with a broad range of services including Statutory, Education and Third sector organisations throughout Glasgow to build new and strengthen existing relationships with partners raising the profile of GAMH North East Carers Service and Glasgow Carers Partnership.
- Identify and participate in events and networking opportunities to raise awareness of Adult and Young Carers ensuring they are identified and offered support early in their caring journey.
- Collaborate with schools within the North East of Glasgow delivering Carer Aware sessions for staff, students, and parents to increase knowledge and understanding of Young Carers and their needs.
- Develop guidance, protocols, and resources to promote a school environment that is supportive and inclusive for young carers.
- Engage with key agencies through presentations both in person and online, contributing to newsletters, websites etc.
- Create a social media presence.
- Contribute to and deliver on relevant actions as defined by the Carers Advice and Information Team (a collaborative working group with SWS developing a consistent citywide communications strategy) and any other relevant working groups.
- Ensure adherence to GAMH policies and procedures including safeguarding and Data Management protocols.
- Collect and maintain accurate and up-to-date records relating to the service including entry onto electronic spreadsheets and databases, and support information retrieval and report writing.
- Any other duties appropriate to the post and in accordance with the requirements of GAMH

General

- Take responsibility for and keep up to date with current practice and maintain records of your own personal and professional development, according to legal and organisational requirements.
- Ensure that the Scottish Social Services Council (SSSC) Codes of Practice are always complied with.
- Attend regular supervision with line manager.
- Participate in team and staff meetings and attend other meetings as requested.
- Engage in training as necessary to support the role.
- At all times maintain the professional integrity and reputation of the Charity and represent their main interests in any dealings with other bodies, groups, and individuals.
- Participate in out-of-hours work as and when required.
- To perform any other duties and responsibilities consistent with the post as directed by the Carers Service Manager

Health and Safety

- Work effectively and follow lone working practices which encourage effective and safe practice.
- Ensure that you are aware of and comply with GAMH policies, procedures and practices designed to protect the health, safety, and security of all employees.
- Report risks or issues to the Service manager.