



**Support Choices  
Sessional Community Workers  
Perth and Kinross**

**Part time – hours to be negotiated  
Hourly rate: £16**

**Background to Support Choices**

Support Choices began as a partnership between Outside the Box ([www.otbds.org](http://www.otbds.org)) and the Care and Wellbeing Co-operative in October 2018 and became a SCIO in December 2020. The need for this project was identified from Outside the Box Rural Wisdom work in Highland Perthshire and there will continue to be many links between Support Choices and Outside the Box.

Support Choices provides free independent information, support and advice to people who are looking for social care support for themselves or a family member or friend.

Support Choices complements other sources of information and advice for people in Perth and Kinross. People living in the most rural areas often find it difficult to use advice services based in Perth. This project is working alongside the other advice projects to increase the range of independent advice and information on aspects of social care. The Community Workers role includes developing good working relationships with a wide range of voluntary organisations, community groups and teams in statutory services.

The project also provides training and information to other organisations on Self-Directed Support and social care. We work to influence wider policies and practice - through sharing examples and learning from work with projects and local groups and by contributing to consultations and policy discussions.

Our work is aimed at:

- People who can benefit from the direct support we provide
- Community groups, especially groups led by disabled people and older people
- Policy makers
- Staff in Councils, NHS and similar bodies who set local policies and practice
- Staff in a range of settings who have contact with people who receive support
- Other voluntary organisations and innovation teams who are developing ideas and working to influence and improve policy and practice in Scotland or in other places.

At the current time we have 5 part-time staff working for Support Choices: 1 Team Manager, 1 Office Manager and 3 Community Workers.

More information about the organisation is available from our website:  
[www.supportchoices.co.uk](http://www.supportchoices.co.uk).

### **About this post**

The main responsibility of the Sessional Community Worker's post is to provide independent support and advice about Self Directed Support to those who need it; to help people and carers make informed decisions and plans for their social care and to maximise their choice and control over those arrangements.

Further to these key elements, Sessional Community Workers will contribute to the ongoing development of the organisation.

### **Key Tasks and Responsibilities**

The main tasks for the Sessional Community Workers are:

- Understanding Self-directed support (SDS) arrangements and the assessment arrangements in Perth and Kinross
- Raise awareness of the organisation and of the issues affecting people looking for social care and support and contribute to the wider shared learning
- Working one to one with people to provide independent advice around SDS and social care
- Making sure people know about this individual support and how to access it and use it when they need to
- Having 'good conversations' about what people want in their lives, and helping to identify and achieve their outcomes
- Assisting people to make choices and how those choices are carried out and arranged
- Supporting people through the assessment and review processes
- Build good relationships with social workers, commissioning and social care and health staff
- Build good relationships within the community
- Be able to signpost to other organisations and relevant community supports
- Attending and contributing to local events and groups as Support Choices representatives
- Attending and contributing to local and national events and meetings to stay informed and help influence policy and change
- Work with clients to recruit and advertise for Personal Assistants
- Sharing issues around barriers relating to SDS and take part in discussions to promote choice and control in our local area.
- Producing regular updates on what we do which can be shared through social media, newsletters, professional and community networks

<b>Experience or quality</b>	<b>Essential</b>	<b>Desirable</b>
Understanding the values and aims of Support Choices	X	
Able to initiate, plan and complete tasks	X	
Able to work as part of a team	X	
Able to communicate with people in a range of circumstances	X	
You have good organisation skills, good interpersonal skills and good communication skills.	X	
Knowledge and understanding of Self-Directed Support and social care		X
Experience or understanding of how people get access to social care and support in PKC		X
An understanding of the issues faced by older people, disabled people and others who want support to help them have a good quality of life	X	
Experience of community development and community engagement		X
Understanding of the local and national landscape around SDS and social care		X
Driving licence and access to a car	X	

### **Working arrangements**

This is a sessional contract until 31 May 2023. This is not a contract of employment.

The rate of pay is £16 per hour. All expenses will be paid with the exception of travel to and from the office base. There is no annual leave entitlement.

It is the responsibility of the person doing the sessional work to make arrangements for payment of any PAYE and National Insurance.

All sessional workers are covered by Support Choices' public liability and professional indemnity insurance for the agreed tasks.

The hours worked is estimated to be [hours per week to be negotiated] although this will be kept under review. The pattern of work will be agreed between the post holder and the lead person.

A timesheet should be submitted each week to the Office Manager. Payment for hours worked will be made on a time schedule agreed between the sessional worker and the Office Manager.

*This post is covered by the Protection of Vulnerable Groups or Disclosure arrangements. All sessional staff at Support Choices are required to have PVG clearance and failure to secure clearance is grounds for dismissal. We may also carry out other checks for convictions or misconduct.*

## **Location**

The post will be a mix of home working and based in our Dunkeld office.

This team works in a rural area and many of the people and groups we work alongside find transport a challenge. Sessional workers are required to have a current valid full UK driving license and access to a car.