

JOB DESCRIPTION

Job Title:	Student Liaison Worker
Responsible to:	Group Lead for Welfare and Safeguarding
Functional Liaison with:	All staff, students and key external organisations
Main Purpose:	To patrol the college site, engage positively with student promoting positive behaviour. Resolving conflict should it arise.

Main Duties and Responsibilities

The following duties are not shown in order of priority or frequency, nor is the list comprehensive, but rather an indication of the type and level of duties expected of the post.

1. Build positive relationships with students across the campus:
 - Mix with students at the bus stop at the start and end of the day, during break times and lunchtimes.
 - Lead lunchtime clubs such as debating societies, talk on issues of interest and games clubs.
 - Maintain a positive, visible presence around the College
2. Respond to student confrontations around the campus and use a range of skills to de-escalate confrontational behaviour.
3. Promote positive lifestyle choices and provide information about substance abuse, sexual health and exercise and well-being.
4. Safeguard students and staff by checking membership cards and making sure only people who have the right to be on College are on site.
5. Build positive relationships with the local community and liaise with key external agencies.
 - Establish a good working relationship with the local PCSO and invite into the College on a regular basis.
 - Engage with local businesses to help build better relationships with students and the College.
6. Visit student homes on occasions to undertake welfare checks, taking account of Lone Working procedures and social distancing.
7. Undertake any other duties as directed by the Principal or by delegated authority.

PERSON SPECIFICATION

	Essential	Desirable	Measured
Education and Qualifications	<ul style="list-style-type: none"> Educated to Level 3 		I,A,
Knowledge and Skills	<ul style="list-style-type: none"> Excellent communication and networking skills De-escalation and negotiation skills 	<ul style="list-style-type: none"> Current first Aid at work certificate 	A,I,P
Experience	<ul style="list-style-type: none"> Experience of working with young people in a variety of settings. Successful experience of working with a diverse range of external agencies Knowledge of current safeguarding themes within education relating to young people – County Lines, Prevent, Drugs, Mental Health. 	<ul style="list-style-type: none"> Experience of working for the Police or Armed forces would be an advantage. 	A, I,
Personal Qualities	<ul style="list-style-type: none"> Enthusiasm and commitment to working with young people. A flexible approach to work Creative and able to use own initiative. 		A, I,
Training	<ul style="list-style-type: none"> Willingness to attend, undertake any training or development as, or when appropriate. 		A, I,

June 2022

KEY: A-APPLICATION, I-INTERVIEW, P-PRESENTATION/MICROTEACH, T-TEST

Conditions of Service

1. New appointments to the College are subject to a twelve-month probationary period.
2. Contributory pension: Local Government Pension Scheme through Suffolk County Council
3. This College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.
4. The job description is current at the date shown; it may change from time to time in negotiation with the post holder.

General Data Protection Regulations (GDPR)

In line with national legislation, and organisational policy, all data will be processed in a fair and lawful way, for the specific purpose and not disclosed in any way incompatible with such purpose or to any unauthorised persons or organisations.

Equal Opportunities

In accordance with the Equality Act 2010 the college operates a policy of equality and diversity which protects employees, students and people who access the College's goods, services and facilities, from discrimination on the basis of 'protected characteristics' which include: age, disability, gender, reassignment, marriage and civil partnership, pregnancy and maternity, race (colour, nationality and ethnic or national origins.), religion or belief, sex and sexual orientation.

DBS

The successful applicant will be required to complete and obtain a standard or enhanced disclosure check (role dependant) from the Disclosure and Barring Service. The cost of processing this will be £40 (Enhanced), and you will be required to make payment online via the safeguarding website before your employment commences. Further information about the Disclosure and Barring Scheme can be found at www.homeoffice.gov.uk or by speaking to a member of the Human Resources department.