



MAYOR OF LONDON



INVESTORS IN PEOPLE | Accredited Until 2022



7 July 2021

Dear Applicant

Thank you for your interest in the post of Medway Get it Outreach Worker.

In this pack you will find:

- Job Description
- Person Specification

On our website you will find:

- Application Form
- Guidance Notes for Applicants
- Monitoring Form
- Our Equal Opportunities Policy Statement

Please note that CVs **will not be considered** as part of your application, we will be short-listing from fully filled out application forms only.

Your completed application form together with your completed monitoring form should be sent to arrive **no later than 9:00am on 19 July 2021**, by email to recruitment@metrocharity.org.uk. Please include your full name in the message subject line. Your email including attachments must not exceed 5MB in size. We cannot accept applications by post at this time.

Interviews, likely held over Zoom, will take place in the **week beginning 26 July 2021**.

For further information regarding this post please contact **James Newton on 020 8305 5000 or by email james.newton@metrocharity.org.uk**.

We look forward to hearing from you.

Best wishes

Dr Greg Ussher, CEO

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Job description

Key details

Job title	Medway Get it Outreach Worker
Employment status	Full Time
Duration	Until 31 March 2022, with likelihood of extension
Salary/Wage	£23,390
Hours	35/week with some evenings and weekends
Line manager	MEDWAY Get it Programme Lead
Coordinated by	Head of Sexual & Reproductive Health
Employer	METRO Charity (The Metro Centre Ltd)
Location	Main location of work is METRO Offices, predominantly in Rainham (Medway) and Tunbridge Wells (MEDWAY), as well as from home, and at outreach locations across MEDWAY

Job outline

You will be a motivated, flexible, and enthusiastic individual who is passionate about working with young people in the area of sexual health and wellbeing. You will work closely with your colleagues to promote the free condom scheme, Get it, deliver sexual health outreach and training to young people, and link young people to their local contraceptive and sexual health services.

Programme

The Get it free condom scheme offers free condoms, information, and support to young people aged 13-25 living in Medway via distribution sites, online ordering, and community outreach. Get it is an innovative programme that has been built in collaboration with young people and forms an integral part of the suite of sexual & reproductive health services delivered by METRO Charity. Get it Medway also offers both 1:1 and group support for the most vulnerable people living in Medway, including men who have sex with men (MSM), Boys and Young Men (BYM), and those who identify as LGBTQ+, and delivers regular HIV testing amongst communities most at risk,

Role

You will conduct and support outreach in several settings depending on the need of different young people living throughout Medway. These could be educational settings, youth settings, community events, sports settings, clubs and pubs, and local green spaces. You will target vulnerable young people, such as Looked after Children (LAC), those who are Not in Education, Employment, or Training (NEED), those who come from areas of high deprivation and high need, and those with other increased risk factors. Therefore, you must be able to employ an appropriate and non-judgemental way of working with a variety of young people. You will welcome direction from the Medway Get it Programme Lead, but you will also be proactive in seeking new opportunities and mechanisms to deliver the scheme. You will also be responsible for safeguarding and child protection, and ensuring young people under the age of 16 have been risk assessed during the registration process.

Main tasks

1. Deliver Get it to a broad range of young people living and working in Medway, fully explaining the scheme, registering them to the scheme with a brief sexual health intervention
2. Have a clear understanding of safeguarding/Child Sexual Exploitation (CSE), confidentiality, information governance, and data protection, and be able to implement relevant METRO procedures
3. Support the day to day running of Get it programme across Medway, *eg* by preparing resources and supplies, helping set up events, posting activity on social media, checking stock levels, etc.
4. Provide 1:1 support for vulnerable residents of Medway, who may require extra help to engage with sexual health services, e.g. escorting them to services or sitting with them to make onward enquiries around their sexual health (accessing EHC, LARC, etc.).
5. Support Get it and Relationships and Sex Education (RSE) training to big and small groups in several settings, to both young people and professionals alike
6. Support and maintain relationships with current and new partners across Medway, by remaining a professional ambassador of the programme at all times
7. Meet any daily targets set, and comply with any paperwork or other data collection requirements of the programme
8. Maintain a good knowledge of contraception and other sexual health services available to MEDWAY residents, and communicate those options to young people accessing the service.
9. Contribute content for newsletters, quarterly/annual reports and service evaluations for management to feedback MEDWAY's strategic approach, developments and areas for improvement, with the support of your line manager.

Other duties

1. Adhere to METRO policies and procedure at all times.
2. In line with METRO's policy on Information Governance (IG), confidentiality and data handling you will be expected to undertake, pass and maintain the required IG modules as indicated by your line manager.
3. Ensure sensitive and confidential recording and handling of information in accordance with the Data Protection Act, GDPR regulations and METRO's Information Governance Policies.
4. In line with METRO's policy on Safeguarding, you will be expected to undertake, pass and maintain the required Safeguarding Training Modules as indicated by your line manager.
5. Attend regular supervision, and to undertake appropriate training as agreed. Maintain and update knowledge, skills and undertake continuing education in accordance with personal and service needs within a framework of a personal development plan.
6. Undertake any other appropriate duties as requested by the Manager. If these duties are extensive and of a higher job description scale, the terms and conditions of the post may be varied in negotiation with your line manager.

Person specification

Knowledge & Experience	Skills & Abilities	Essential /Desirable	Application /Interview
Experience engaging and motivating young people aged 13-25 in a paid and/or voluntary capacity, particularly around sexual health		Desirable	Application & Interview
Understand the issues that might impact the sexual health and general wellbeing of young people, especially those in MEDWAY		Essential	Application & Interview
Understand confidentiality, information governance, data protection, child protection, and safeguarding (and how they relates to this role)		Essential	Application & Interview
Understand basic sexual health information, e.g. key STI and contraceptive options (or be willing to learn)		Essential	Application & Interview
	Able to effectively communicate sensitive and complex information to several audiences	Essential	Application & Interview
	Proactively committed to equality and able to integrate that commitment into this role	Essential	Application & Interview
	Able to deal tactfully and diplomatically with a wide range of people, when discussing sensitive issues	Essential	Application & Interview
	Able to have difficult conversations and deliver difficult news with the support of your line manager	Essential	Application & Interview
	Able to creatively portray the same information in new and interesting ways	Essential	Application & Interview
	Able and willing to work as part of a team	Essential	Application & Interview
	Be able to travel across Medway to attend outreach sessions	Essential	Application & Interview