

Job Title	Move On Housing Support Worker		
Team	Move On Housing	Reports to	Homeless Service Manager/ Deputy Homeless Service Manager
Department	Operations	Location	Worthing
Direct Reportees	No If yes number: n/a	Flexibility for home working	No
Budget responsibilities	No		

Key Responsibilities

- The Move On Housing (MOH) Support Worker provides support to our Move on Housing portfolio of medium to low support tenures across Worthing and Littlehampton, offering move on opportunities for clients in our high support temporary services.
- Provide a range of housing and therapeutic support to residents living in Turning Tides' MOH to ensure that tenancies are sustained, and a range of needs are met such as access to mental health / addiction and health services, general practical help, assistance with benefits, budgeting, life skills and support.
- To promote health, independence and encouraging clients to participate in the wider community. Assessing the needs of clients upon referral and develop a professional relationship involving low key counselling, practical help and referrals to other agencies where appropriate.
- Deliver the best possible standard in resettlement and day-to-day tenancy support; ensuring that we meet the needs of residents in a flexible and person-centred way. Including keeping full and accurate casework records and linking them in with other services where appropriate.

Additional responsibilities

- Assisting with the collection/monitoring of service charge/licence fees within the context of developing resident's budgeting skills, this may include assisting with benefit claims.
- Maintain Health & Safety standards of properties, carrying out regular inspections of the building and assisting with checks where required.
- Keep and maintain accurate records including events and incidents, complaints, resident's files, statistics and other monitoring information.

Compliance with Organisational policies and regulatory requirements

- Abide by Turning Tides' policies and procedures and regulatory requirements at all times and in particular:
 - Health and Safety
 - Adult and Child Safeguarding, Professional Boundaries
 - DPA and Data Management

- Ensure all service policies and procedures are regularly reviewed and well embedded.
- Play an active part in the development and implementation of organisational wide policies and procedures.

Equality and Diversity

- Promote and embed a proactive approach to equality and diversity – by example and in management approach
- Participate in equalities impact assessment and review as required.

General

- Maintain personal development including participation in performance reviews and training
- Undertake any other reasonable duties required by the management team
- Maintain at all times the ethos of Turning Tides.

Person Specification

Candidates will be assessed based on the following criteria.

Knowledge and Experience

Criteria
Knowledge of alcohol, drugs and issues around addiction and relapse management and their associated interventions.
Knowledge of mental health and mental health well-being.
Understanding of welfare benefits relating to adults.
Experience of delivering support to individuals with complex and enduring needs.
Experience of using risk assessments and support planning tools to map progress to independent living and setting goals.

Skills and abilities

Criteria
Able to motivate and inspire clients to make positive life changes.
Confidence in managing and planning own workload to meet deadlines and targets.

Specific Job Requirements

Criteria
Because of the geographic spread of services, post holder must hold a clean driving licence and be able to drive a vehicle.