Job Title: Project Support Worker

Reports To: D.A.D.S. Committee

Hours: 30 hours per week (Flexible)

Salary: £ 19,500

Status: Fixed Term Contract Subject to Funding

D.A.D.S. was established in 2001. DADS provides support and information to young people who have Dyslexia, Dyspraxia (DCD), ASD, ADHD, ADD helping them to develop social and practical skills in a safe environment. It’s latest project – TRANSITIONS -aims to log the many problems faced by neurodiverse young people at various Transition stages in their lives’ and to try and find solutions.

**Purposes:**

* To help deliver the day-to-day activities, aims and objectives of the Transitions Project.
* To work with young people of all ages both individually and in group settings.
* To ensure that the young people and their parents are fully involved in the delivery and the learning from the activities of the project
* To ensure that learning from each activity/event is captured and recorded.
* To identify support mechanisms suited to the needs of the young people involved.
* To support and report to the Project Manager and ensure a flow of communication from clients up to the management of the Project.

**Main Duties & Responsibilities**

 **General Duties**

* To assist with all aspects of the organisation and the running of the Project.
* To understand the needs of neurodiverse young people and their parents
* To identify, create and deliver programmes of activities to match the needs of young people at various stages of transition.
* To ensure that young people have an active role within the project and can participate appropriately.
* To support young people and their parents to engage in a positive, inclusive and honest discussion of all the issues which arise at a variety of transition stages and try to find solutions to problems
* To identify and build up a team of potential mentors, therapists, counsellors, businesses, leaders, who would be able to support the work of the project.
* To assist young neurodiverse people to fully engage with staff on the project by encouraging them to take ownership of the project so that it can be both useful to them and to the statutory agencies with whom they are involved
* To encourage the young people to understand both the positive and negative sides of their journey and to help the team to devise strategies and support mechanisms for them
* To work with the wider community, particularly those involved in health and education, ensuring that the work of the project becomes recognised as being of mutual benefit to everyone
* To help monitor and evaluate all aspects of the programmes and to participate at all relevant meetings
* To help provide support for the Mentors, Therapists, Parents and everyone involved in Transitions.

***Essential Requirements:***

* An appropriate qualification or experience in working with young people and some knowledge of the issues facing neurodiverse young people
* Evidence of experience working in the community/voluntary sector with young people who may have neurodiverse needs and behaviours and their families
* Communication skills both written and oral
* Some evidence of IT skills particularly Social Media Interaction
* Proven organisational skills
* Willingness to work outside normal working hours evenings.

(Toil Conditions will apply)

* Keen interest in young people with a range of neurodiverse needs

***Desirable:***

* Experience of working with young people in the community
* Experience of working with young people and/or their parents particularly those with additional needs
* Some evidence of supporting similar projects in a similar role
* Hold a clean, valid driver’s licence with Class D1 and access to own car

***Key Attributes:***

* Energetic
* Ability to work on own initiative.
* Team Player
* Flexibility
* Patience & Understanding