

## **NIACRO JOB DESCRIPTION**

**JOB TITLE:** PROJECT WORKER – APAC  
**RESPONSIBLE TO:** SENIOR PRACTITIONER – ADULT SERVICES  
**REF:** APAC/Nov24

### **THE POST**

APAC – Assisting People and Communities - seeks to prevent homelessness occurring by providing intervention, at the earliest possible stage, to reduce anti-social / offending behaviour and its impact on others. The aim of APAC is to assist people to integrate successfully into their community.

**Specifically, the aim of this APAC service is to support people living in the community who could be at risk of being victimised because of their perceived ethnicity, and to strengthen positive community responses in dealing with incidents of intimidation. We also work with those whose tenancy may be at risk due to Anti-social behaviour.**

Referrals to the project will be made by social landlords such as the NI Housing Executive or Housing Associations who identify people at risk who are willing to engage with the APAC project.

### **DUTIES AND RESPONSIBILITIES**

1. To provide a housing related support (floating support) service (Supporting People programme) which includes assessments of integration needs in respect of people referred to the project and implementation of support plans.
2. To liaise with referral agencies, establish and maintain protocol arrangements for information exchange.
3. Work alongside the community to support the integration of the tenant.
4. Work in co-operation with key agencies involved in providing services to support integration and social inclusion.
5. Promote the project with key stakeholders in the area and contribute to formal meetings with them to review the work of the project.
6. Contribute to the recruitment and training of volunteers and the development of mentoring to support reintegration plans.
7. Maintain case records, data collection arrangements and produce project reports as required.
8. Carry out consumer feedback and contribute to the evaluation of the project.

9. The Postholder will, from time to time, be required to undertake any other reasonable duties which may be requested by the line manager including co-working with relevant projects..

## **TRAINING**

NIACRO is committed to the continuous development of all its employees. The postholder will participate in all relevant training and development initiatives that are identified as required by the Line Manager.

## **JOB INFORMATION SHEET**

**FOR THE POST OF:                    PROJECT WORKER – APAC**

**LOCATION:                                NIACRO, 4 Amelia Street, Belfast.**

### **NIACRO**

NIACRO is a voluntary organisation that has been working for over 50 years to reduce crime and its impact on people and communities. NIACRO provides services for and works with:

- Children and young people;
- Adults in the community and
- People in prison and their families

We also work to influence others and to utilise all of our resources effectively.

### **INFORMATION ABOUT THE PROJECT**

NIACRO's approach to re-integration can broadly be described as holistic in nature, drawing on a range of specialist services to provide appropriate interventions, based on structured assessment of basic re-integration needs:-

- The suitability of the accommodation
- Financial issues such as benefits or debt
- Social networks ie peer, family and community.
- Health – physical/mental, and addictions
- Education/Training and Employment
- Anti-social and offending behaviour
- Personal attitude/motivation

The APAC (Assisting People and Communities) Housing related Support service has been in operation since October 2005 and is a Supporting People Project. The service works with people referred by NIHE and Housing Associations, who are at risk of losing their tenancy because of anti-social behaviour and also those who are at risk of being victims of intimidatory behaviour because of their perceived ethnicity. Some service users are themselves also victims of anti-social behaviour and exhibit high levels of vulnerability. The APAC project liaises directly with landlords dealing with difficult behaviours and the impact on the management of the tenancy.

There is a duty on the Housing Executive to ensure that early intervention services are available to address the problem of anti-social behaviour and prevent homelessness occurring. NIACRO has been working to deliver its service across Northern Ireland providing support for vulnerable and at risk tenants.

Once the tenant has stated their willingness to be involved in APAC then the project provides an opportunity for them to discuss their situation and participate in an assessment of needs. This is a starting point from which participants can identify their concerns and is an opportunity for them to get advice and the practical help they might need. In many circumstances, such opportunities can be rare, particularly for those who are socially isolated in the community. APAC offers support for the person and acts as a central point from which other supports can be introduced to the client concerned in order to sustain them into the future.

APAC engages directly with the person(s) referred, providing a one-to-one casework approach which encourages the participant to identify problems or concerns and consider what needs to be done.

### **INFORMATION ABOUT THE POST**

Location:	Based in Belfast and providing service within the Belfast Area
Salary:	Grade 4 - £29,777 starting salary (pro-rata)
Hours:	17.5hours per week – some flexibility of hours may be required
Duration:	Fixed term to March 2025 (possibility of extension subject to funding, project has been funded for 16 years)
Annual Leave:	25 days per annum plus statutory holidays, increasing to 28days after 5 full years of service; up to a maximum of 30 days (pro rata)
Trade Union:	Employees are encouraged to join the Trade Union recognised for the purpose of collective bargaining, which is the Northern Ireland Public Service Alliance (NIPSA).
Pension:	NIACRO operates a Group Personal Pension Scheme with up to an 9% employer contribution.
Travel:	Appropriate travel allowance is paid for mileage undertaken in connection with work.
ACCESS NI :	This post requires that a check must be carried out under the requirements of ACCESS NI enhanced disclosure. This will involve a full criminal records check which will show spent and unspent convictions, cautions, cases pending or any other relevant information.

## **PERSON SPECIFICATION**

### **Essential**

1. At least two year's experience of working in the community with adults at risk and or people who have experienced social/economic disadvantage or social exclusion.
2. A third level qualification (NVQ 4 or equivalent) in a relevant discipline e.g., Social Work, Education & Training, Advice and Guidance, Employment, Community Safety, Youth and Community Work, Criminal Justice etc.

Please click here for qualification level comparators  
<https://www.nidirect.gov.uk/articles/qualifications-what-different-levels-mean#toc-1>

3. Experience of carrying out needs assessments and managing plans of intervention to support integration.
4. Good interpersonal presentation, written and communication and organisational skills.
5. Experience of using Microsoft Office applications on a daily work basis (including Word, PowerPoint, Excel and Outlook )
6. A valid driving license and access to a car to carry out the duties of the post. (Consideration will be given to candidates, who because of a disability, cannot hold a driving license but must have access to a mode of transport that allows them to fulfil the duties of the post).

### **NIACRO is an Equal Opportunities Employer**

#### **Statement of non-discrimination**

“NIACRO is committed to equality of opportunity for all applicants including those with criminal convictions. Information about criminal convictions is requested to assist the selection process and will be taken into account only when the conviction is considered relevant to the role”. Any disclosure will be seen in the context of the job description, the nature of the offence and the responsibility for the care of existing clients/volunteers and employees.

Further information on Access NI and a copy of NIACRO's disclosure policy is available on request.

Closing date for receipt of applications is **06/12/24 at 4 pm**

Interviews will be held on Thursday 12/12/24 at Amelia Street

