

Job Description and Person Specification

Job Title: Intervention Worker (PURE Department)

Salary: £ 24,928

Hours: 35 hours per week

Employment Status: Contract to 31st March 2025

Responsible To: Inclusive Employment Coordinator

Location: Recruiting Across Birmingham

	CRITERIA	EVIDENCE
Experience	<p>Desirable</p> <ul style="list-style-type: none"> • Experience of working in either training, education, or employability programmes or projects. • Experience of working with adults with disabilities. 	Application Form and Interview.
Skills & Ability	<p>Essential</p> <ul style="list-style-type: none"> • Willing to provide sensitive and appropriate support to vulnerable people. • To be confident talking to a diverse range of people, including project participants, professionals, and colleagues. • To support in providing a service which is non-judgemental, responsive, reactive, and tailored to individual needs. • The ability to identify and report risks. • Be motivated, creative, pro-active, and resourceful. • Be IT proficient and comfortable using software such as Outlook, Word and Excel. • Ability to follow organisational policies and procedures. • Willing to work flexible hours around participant needs, which may include occasional evenings, weekends, and public holidays. • To contribute to ongoing supervision and personal development. • Maintain confidentiality and GDPR at all times. • Good listening, literacy, and numeracy skills. • A car driver willing to travel within the Birmingham area. 	Application Form and Interview.
Training & Qualifications	<p>Desirable</p> <ul style="list-style-type: none"> • Relevant training/experience in the field of education, training or employability or a willingness to undergo training. 	Interview and Application Form

Who We Look For

Our PURE service, first established in 2019, is expanding! Midland Mencap is looking to recruit **Intervention Workers** to provide **employability support** to adults with learning disabilities in the Birmingham area.

Are you a **personable** and **caring** individual who can support people with a learning disability to access training, education or find a job?

Do you have a **passion** for what you do, are a good **communicator** and good **problem-solving** skills?

We place a high value upon **integrity, ethical standards**, and a commitment to **excellence**.

If you have experience working with adults with a learning disability, that's a bonus. But don't be put off if not. We value transferable **skills** from all backgrounds and provide comprehensive training to all our staff.



What Does An Intervention Worker Do?

- Working one-to-one with participants to identify, prepare for and access sustainable employment.
- Working one-to-one with participants to identify and access education, training, vocational and voluntary activity.
- Collating and submitting evidence of individual participant engagement & outputs to the Inclusive Employment Coordinator as achieved & in line with commissioned expectations.
- Working to agreed programme outputs to the directions of the Inclusive Employment Coordinator.
- Completion of appropriate project forms, action plans, needs/risk assessments and documents to support each participant's journey.
- Maintain accurate and up to date digital records relevant to each participant's journey.
- Assisting and motivating participants to engage with opportunities, in a creative and innovative way.
- Supporting participants to plan and prepare for employment, training, education, volunteering, or other vocational opportunities.
- Keeping in touch with participants via phone, face-to-face, via email, Zoom/Teams or SMS and recording this in digital contact logs.
- Work with our partners (DWP) to ensure that no participant is impacted negatively financially because of their involvement with the programme.
- Attending and supporting at events in person that promote the service or which participants directly benefit from (e.g. Job Fairs).

Intervention Worker: Job Purpose

You will work as part of an established team delivering an exciting project called PURE. The PURE Project is funded by the UK Government through the UK Shared Prosperity Fund (UKSPF). Midland Mencap has been delivering this project with partners across Birmingham since 2019 and was recognised for its achievements at the PURE Awards in November 2023!

The purpose of the project is to support adults with a learning disability to prepare, identify and sustain employment, education/training and vocational activities.

The PURE project is delivering to Birmingham citizens with multiple and complex barriers who, because of their learning disability or other issues, are the furthest from the labour market.

What we offer you.

- A competitive salary & guaranteed contracted hours.
- Employee benefits, including free and confidential access to a comprehensive Employee Assistance Programme for you and your dependents.
- A first-class working environment:
 - We are headquartered at our modern open plan workspace in South Birmingham.
 - Free on-site parking.
- Support: You will benefit from working within an established & trusted organisation with a broad offer to service users, families, and staff. In 2024, Midland Mencap celebrates its 75th anniversary.
- Progression: We value our employee's and want to see you grow, develop and progress with us.

Make your application today.

Please send completed application forms to hcs@midlandmencap.org.uk

OFFICE USE ONLY

SIGNED..... DATED.....



Special condition: This role is exempt from the Rehabilitation of Offenders Act 1974. The post holder will be subject to an Enhanced Disclosure with the Disclosure and Barring Service (DBS). The successful applicant will be responsible for the cost of the Enhanced Disclosure.