



investing hope, shaping futures

**RECRUITMENT PACK**

# ABOUT US

## Our Vision

A world where forced migrants are welcomed, safe, and have hope to rebuild their lives for a better future.

## Our mission

It is our mission to serve young people seeking refuge in the UK without families, some of whom have been victims of human trafficking, by offering them safe homes, as well as therapeutic support in all areas of their lives.

We believe each young person arriving on our shores has a dignity worth celebrating, talents worth discovering and a life worth living to its fullest potential, no matter what their past experiences or present circumstances.

We are committed to providing an inspiring environment that raises hope and strengthens resilience, enabling each young person to rebuild his or her life.

## Our Values

### Respect

Treating everyone with dignity in all circumstances.

### Integrity

**Unexaggerated truth**, expressed with humility, purity of motive and sincerity of intention, in both our words and deeds.

### Passion

**Embracing risk for the sake of the mission**, with courage to take bold risks and to innovate despite adversity.

### Grace

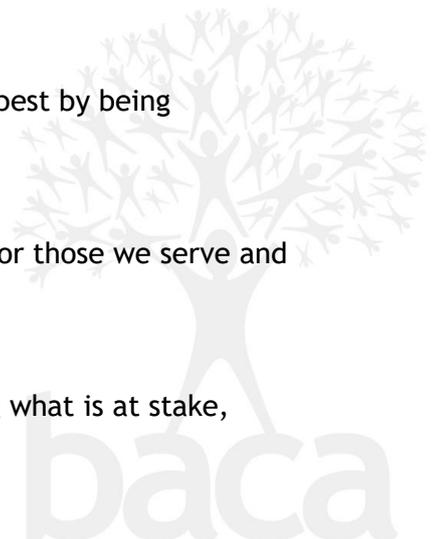
**Costly additional opportunity for everyone**, to enable us to be our best by being perpetual learners.

### Compassion

**Serving sacrificially**, rooted in an unwavering zeal to seek the best for those we serve and not self.

### Wisdom

**Finding a way through a challenge** by listening, learning, perceiving what is at stake, applying insight and considering diverse options.



# Our Impact, Outcomes and Goals

We are passionate about seeing young people who have experienced exploitation, bereavement, grief, loss and trauma as a result of war, persecution and or human trafficking, to become positive and empowered individuals, building on their resilience and strengths to contribute to the world around them.

## Outcomes

We deliver this impact through our therapeutic support for all areas of life, specifically aimed at achieving the following outcomes as described in our Theory of Change.

- Increased Personal Safety
- Increased engagement with Education, Employment and Training
- Improved Emotional Wellbeing
- Improved Physical Wellbeing
- Increased Social engagement

## Strategic Goals

**Strengthen** Baca's holistic service for young forced migrants, continuing to inspire hope and shape futures

**Enhance** Baca's service to maximise the potential of each young person

**Engage** locally, regionally and nationally to see a world where young forced migrants are welcomed, safe and have hope to rebuild their lives for a better future.

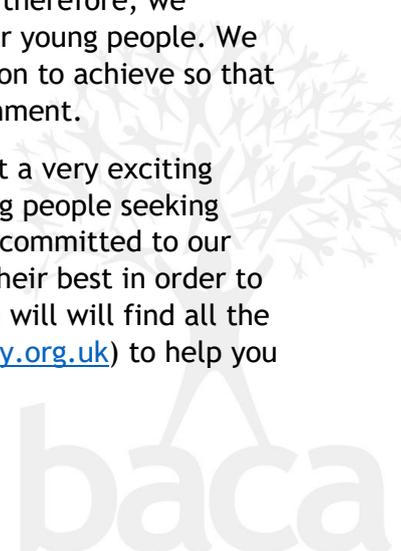
Thank you very much for your interest in this role at Baca. Baca's mission in seeking to inspire hope and holistic long term development for every young person we work with has been recognised by Local Authorities we work with as of the highest quality.

We consider it an absolute privilege to be able to walk with the incredible young people we support on a daily basis. We take heart from the several positive stories of transition from those young people who have moved into adulthood. We are encouraged by the incredible strides they have taken to establish their lives for and be a positive contribution to the world around them.

However, we recognise the huge pressures they continue to face and therefore, we believe there is still a long way to go as we continue to learn from our young people. We believe there are greater depths of development for each young person to achieve so that they do not fall back into exploitation or any other dangerous environment.

If successful, you will be joining a passionate and committed team, at a very exciting time, who have a strong expertise in supporting unaccompanied young people seeking asylum, refuge and or are trafficked. You will find that the team are committed to our values, which has built a culture that seeks to allow everyone to be their best in order to give their best for the sake of the young people we serve. I hope you will find all the information you need in this pack or on our website ([www.bacacharity.org.uk](http://www.bacacharity.org.uk)) to help you complete your application. We wish you all the best!

Jimmy Zachariah  
CEO



baca

## JOB DESCRIPTION SESSIONAL SUPPORT WORKER (Male)

<b>Responsible to:</b>	Team Leader
<b>Location:</b>	Based in the Cambridge office and at home for newly arrived young people at one of our houses in north Cambridge.
<b>Hours:</b>	Temporary contract to provide support for young people at night. You will be given the dates in advance. The role entitles you to let us know as many or few hours can be covered, subject to availability.
<b>Hourly rate:</b>	£10.00 per hour
<b>Contract:</b>	Zero Hours
<b>Start Date:</b>	Ongoing

### Overall Purpose

- To provide support and care to the young people who are newly arrived in the country, providing the foundations for them to rebuild their lives with dignity, strengthen their resilience and inspire hope for their futures.
- This work is essential in enabling us to deliver our therapeutic support for all areas of a young person's life.

### Duties & Responsibilities

- To be a temporary support worker for young people who are in the care of Baca, working in line with our Vision, Mission and Values.
- To provide support by being in the houses where young people are accommodated ensuring that they are feel safe and able to rest; with compassion and without discrimination.
- To enable young people to develop independent living skills and transition positively adulthood, training young people in living skills such as washing, cleaning, cooking and safety, food shopping and budgeting; proactively and intentionally in line with the Baca independent living preparation plan.
- To be a proactive role model for the young people, enabling them to integrate positively with the local community.
- Helping young people settle into a routine which will include education and social activities.
- To work collaboratively with the rest of the team to ensure all young people are safeguarded and supported to rebuild their lives.
- Be willing to help the team with tasks towards the support of the young people.
- Sharing with the team any concerns you may have surrounding any of the young people in the house; physical, emotional or mental.
- To complete and update all admin work as part of the role on time and in a consistent manner.
- To let the On-Call team know if anyone has missed curfew.
- Record maintenance and health and safety issues using appropriate processes.

## General

- Be a role model, leading by example in practicing the Values of Baca.
- Maintain strict confidentiality in relation to work undertaken and ensure all confidential material is stored according to Baca's Confidentiality statement and Data Protection Policy.
- Treat all staff and young people fairly and without prejudice, in line with Baca's Equality and Diversity policy
- Be aware of the correct procedures for dealing with any safeguarding incidences or concerns, in line with Baca's Child, Vulnerable Adult Protection & Safeguarding Policy
- Adhere to Baca's policies and procedures.

## Personal Specification

Baca is looking for someone who is passionate about seeing unaccompanied young people achieving their potential and rebuilding their lives for a better future. The successful applicant will have a personal style that is in line with Baca's vision and values. They will be a good self-starter and have excellent interpersonal skills with the ability to inspire our young people to be the best they can be.

The successful applicant will be motivated and passionate about the work that Baca does and the young people in our care. They will be very approachable, enjoy working as part of a wider team but also able to manage their own time and workload. Someone who is supportive, approachable, responsible, reliable, personable and willing to set boundaries in line with Baca's values.



Competency Areas	Specification
Personal Attributes	<ul style="list-style-type: none"> <li>• Alignment with Baca's Value to achieve our vision, mission and strategic goals, is essential.</li> <li>• Ability to respond to change at short notice is essential.</li> <li>• Able to work as part of a highly diverse group of people.</li> <li>• Able to work in partnership productively with teams internally and external stakeholders is essential</li> <li>• Able to be accountable, take responsibility and be willing to learn is essential.</li> <li>• Self-motivation and flexible attitude to work, in line with the needs of the team and the young people.</li> <li>• Proactive individual who is willing to take initiative in getting involved in a range of activities.</li> </ul>
Knowledge and Understanding	<ul style="list-style-type: none"> <li>• Knowledge of issues, challenges and strengths of unaccompanied asylum seeking young who may also be trafficked.</li> <li>• Have a genuine concern for and commitment to young asylum seekers/refugees, and unaccompanied young people in particular.</li> <li>• Knowledge of safeguarding practices is desirable.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Experience of coordinating tasks and activities is desirable.</li> <li>• Experience of working with unaccompanied asylum seeking and trafficked young people is desirable.</li> <li>• Experience of working with young people, on a 1-2-1 and group setting.</li> <li>• Experience in the voluntary sector is desirable.</li> </ul>
Skills and Abilities	<ul style="list-style-type: none"> <li>• Ability to provide a strong role model to the young people and build their trust and respect.</li> <li>• Ability to manage multiple tasks at any one time, prioritising workload to meet competing deadlines.</li> <li>• Excellent Communication skills</li> <li>• Excellent Team working skills</li> <li>• Ability to provide appropriate activities for young people</li> <li>• Ability to remain calm and controlled in all situations with young people.</li> <li>• Good ICT skills for using Microsoft Office package</li> <li>• Enjoys working under pressure</li> <li>• Ability and willingness to make a home that is welcoming and feels safe for young people</li> </ul>
Other	<ul style="list-style-type: none"> <li>• Ability to drive and having access to vehicle is essential</li> <li>• The successful applicant will be required to have an enhanced DBS check.</li> <li>• Adherence to all policies and procedure of the organisation.</li> </ul>

## FAQs

### *Will I receive any training?*

Yes, we will provide you with safeguarding training and a staff induction. This will include information about Baca, our purpose and objectives; an understanding of the House Rules to be observed by the young people; more information about what the role entails; what to do in an emergency and what support is available to you, and introduction to the Baca team. In addition, we will introduce you to our existing staff so that you will be able to ask them about their experiences and build a healthy rapport within the team.

### *Characteristics*

Our Support Workers must be able to commit to and actively promote the principles and practices of Baca. They must be fully sympathetic to the purpose of Baca and the needs and circumstances of the young people we support. Without these characteristics it will be very difficult for any person to provide the required oversight and care.

### *Who are the young people that Baca support?*

Baca provides housing, care and support to unaccompanied asylum seeker children who are between the ages of 16-18 years, some of whom are victims of trafficking. The young people come from anywhere in the world and will typically speak very little English on arrival to the UK.

## How To Apply

You can apply electronically, by downloading and completing an application form from our website. Please return the completed application form, along with a CV to us by email or by post. Please ensure that your application demonstrates how your experience, skills and abilities meet the selection criteria set out in the Job Description and Person Specification.

Please also ensure you complete the equal opportunities monitoring form. Completed applications should be returned to us by **9:00am on 31 August 2022**.

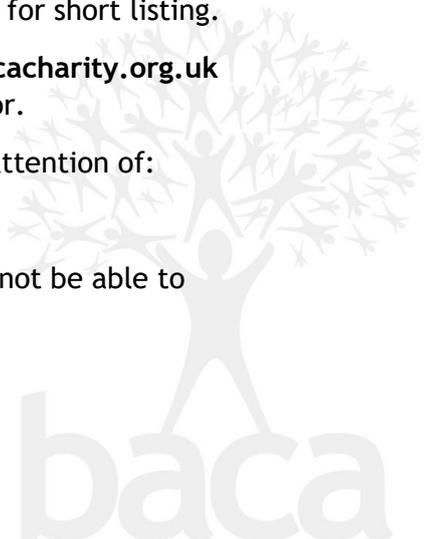
Applications received after that time will not normally be considered for short listing.

Completed electronic applications must be sent to: **recruitment@bacacharity.org.uk** ensuring you clearly identify in the email the post you are applying for.

Applications sent by post should be marked confidential and for the attention of:

**Baca HR Department, The Baca Charity, Loughborough, LE11 5BX**

Due to the high volume of applications received, we regret, we shall not be able to contact applicants who are not short-listed.



# Interview Process

Baca recruit people that can demonstrate alignment with Baca's Values in their behaviours in day to day life. Therefore, an interview will assess not only what you do, but how you and why you do it.

If you are successful, we will contact you as soon as possible to let you know what the interview process will entail. We endeavour to inform those interviewed of the outcome of the interview within a week of the interview.

