



Job Title:	Link Worker
Salary:	£8.00 - £9.00 ph.
Post Duration:	(<u>Part time</u> – up to June 2020) (<u>Sessional</u> - as and when required)
Reports to:	Project Officer
Overall Reports to:	REACH Director

Main Functions of the Post

Providing a holistic service to individuals referred by GP, self or other services and who require additional support. You will be working with community members to connect to appropriate services, such as employability / housing support, other groups etc. The Link worker will be assigned to GP surgeries / health centres. The post holder will use a database to refer individuals onto appropriate services. Research prior to meetings will have to be conducted and all information must be collated onto the database.

Duties and Responsibilities:

1. Need to fill complete online registration forms for clients, including a hard copy.
2. You will be required to complete a service agreement when engaging with clients.
3. You will be responsible to maintain brief regular notes on clients and be aware of their progress.
4. Need to provide regular reporting to the project officer & attend meetings.
5. Develop effective relationships with key community stakeholders (i.e. service delivery organisations, local civil society organisations, community leaders and individuals, local residents) to harness their support and resources, and plan activities.
6. Be aware of local groups and initiatives for the area(s).
7. Lead and support the assigned local “Positive Minds Group (PMG)” and encourage participation of locals, especially those who are isolated to attend the PMG.
8. In consultation with other members of the team and the PMG members design, develop and help initiate activities, including by bringing in other agencies to deliver workshops to the PMG.
9. Maintain and ensure right support available for clients and keep the project officer informed of the client’s progress, including if the client is referred to an external agencies.

10. If needed, link up with the client's family and may include visiting the homes of clients.
11. Attend and assist the project officer during group sessions, awareness training and observation / shadowing opportunities.
12. Develop, consult with and if asked, report to local agencies made up of key service delivery stakeholders and local figures.
13. Maintain confidentiality of clients at all times.
14. Perform any other duties relevant to the post.

Person Specification

Essential Criteria

1. Relevant qualification and experience.
2. Excellent interpersonal and networking skills.
3. Compassionate and understanding of individuals' needs.
4. To be able to take an open-minded and sensitive approach when dealing with clients.
5. Good planning, organisational and communications skills.
6. Ability to work independently and as part of a team.
7. To be able to work under pressure.
8. Willing to travel across Scotland and in particular in the areas of Lanarkshire, Glasgow, East Renfrewshire and East Dunbartonshire.

Desirable Criteria

1. Be able to communicate in at least one or more ethnic languages.
2. Experience of working with EM communities and an awareness of cultural sensitivities.
3. Knowledge of health inequalities and current health status of Ethnic Minority (EM) communities.

