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## **JOB DESCRIPTION**

**TITLE OF JOB:** Community Advocate

**AREA:** Bognor and Chichester area in West Sussex

**SERVICE/PROJECT:** Impact Advocacy

**CLOSING DATE FOR APPLICATIONS:** 9.00am, 25<sup>th</sup> July 2022

**INTERVIEW DATE:** During week commencing 1<sup>st</sup> August 2022

**HOURS PER WEEK:** 20

**BAND 3, NJC POINT 13, SALARY** £23,023 per annum (per annum), paid monthly by Automated Credit Transfer on 25<sup>th</sup> of each month (starting salary is dependent on previous advocacy experience).

**HOLIDAY ENTITLEMENT:** 27 days pro rata per annum, plus 3 extra days at Christmas and the usual statutory holidays.

Impact Advocacy Services deliver person-centred services with individual needs and preferences at the core. We provide a range of advocacy support enabling people with disabilities and health needs to access highly effective, independent, quality and confidential advocacy, ensuring people have rights that are respected, voices that are heard and real choice and control over their lives.

**ACCOUNTABLE TO:** Team Leader – Deena Stockdale

**LINE MANAGED BY:** Team Leader – Deena Stockdale

For an informal chat, please call Lesley Durbin or Deena Stockdale on 01903 730044.

This post is exempt from the Rehabilitation of Offenders Act (1974) and the successful applicant will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS).

## **BACKGROUND AND AIMS OF PROJECT:**

Impact has provided Advocacy Services in West Sussex and for over fifteen years. The services have developed over time changing to meet the current needs of those who use them, and the service currently provides a range of community and self-advocacy services to people with disabilities in West Sussex.

## **THE ROLE:**

This role is to provide one to one advocacy in the community to people with Learning disabilities, autism physical and sensory disabilities and acquired brain injury. We also provide advocacy support for parents with learning disabilities going through Child Care Proceedings

Main Tasks will include:

- Providing advocacy support to a case load of advocacy partners.
- Researching information and putting this into easy-to-understand formats for the people that you support.
- Recording notes of meeting on our advocacy database.
- Attending one to one supervision, Peer supervision, training, and monthly team meetings.
- Working in line with Impact's policies and procedures including Equalities, Adult Safeguarding, and Health and Safety.

# **PERSON SPECIFICATION**

## **Essential Skills & Abilities:**

- Evidence of a strong value base and belief in empowering people with a disability to have equal rights.
- Experience of working with people with disabilities.
- Good understanding of advocacy principles
- An ability to communicate well with people with learning disabilities and a range of professionals
- Robust IT skills (Email, Internet, Word, Excel)
- Ability to travel independently around West Sussex

## **Desirable Skills & Experience:**

- Experience of working in advocacy or a similar field
- Hold a national advocacy qualification.
- Experience of working with people with learning disabilities
- Knowledge of relevant local organisations/agencies and their workings

## **Supplementary information:**

This role description will be subject to review in accordance with the needs of the service. This post is subject to a 6-month probationary period.