



Project Worker – North East (Maternity Leave Cover) secondment options available

Are you passionate about making inclusion a reality for people with a learning disability, autistic people, and their families?

Do you want to work collaboratively across the North East:

- With a team of people with lived experience of using specialist hospital services, like assessment and treatment units.
- Link with others who have experience of the criminal justice system
- Support the delivery of local and regional projects

Be part of a team that works to make it easier for people with a learning disability, autistic people, and their families to have their voices heard.

If so, we would love to hear from you.

We currently have an exciting opportunity for someone to join our North East Team as a Project Worker (Maternity cover).

A bit about Inclusion North:

Inclusion North exists to make inclusion a reality for all people with a learning disability, autistic people, and their families. We work together to change society so that everybody can have a good life and be a valued member of society.

Our work raises awareness of the barriers to inclusion for people with a learning disability autistic people and their families, and we work to remove those barriers by including people, the organisations that support them, and local communities in our work. Together we share a vision and a passion for inclusion and we work hard to put this into practice.

We work with a range of organisations to support them to improve their inclusive practice and to really hear the voice of people with a learning disability, autistic people and their families in their work.

We work regionally and nationally to connect people, to solve problems and to share learning. We are part of bigger pieces of work that affect the whole country and use what we know to try to influence change.

We also operate an [Expert Hub](#) which is made up of people with a learning disability, autistic people, and family carers all with relevant experience. Expert Advisers take part in Care (Education) and Treatment Reviews (C(E)TR) across Yorkshire and Humber, Derbyshire and the North East and are also involved with other pieces of work at Inclusion North.

Find out a bit more about [Inclusion North](#)
Find us on Twitter @InclusionNorth and Facebook

What we can offer you:

At Inclusion North we are a supportive team who work across two big regions of the country: the North East and Yorkshire and Humber. The way we work enables us to be creative and dynamic and no one day is like another.

Our work is very diverse and changes over time, reflecting the challenges that people with a learning disability, autistic people and their families are facing.

We take the lead on big, innovative projects and we are all empowered in our jobs to use our initiative and make change happen.

There will be an opportunity to learn new skills as part of ongoing career development.

- You will have access to your own training budget which will give you the creativity and freedom to manage your personal and professional development.
- You will receive a full induction and regular supervision from your line manager and work within a small supportive team.

- You will receive 27 days holiday plus bank holidays pro rata per year, with additional gifted days over the Christmas period.
- A working from home allowance is paid and all work-related travel will be reimbursed.
- There is a generous 6% matched contribution pension scheme for all staff.
- The relevant equipment to work from home following a risk assessment.

A bit about the job:

The job has two elements:

1. Working collaboratively with the Involvement Leaders and the Project Manager to support change within:
 - Specialist hospital services, like assessment and treatment units, secure settings.
 - The Criminal Justice System

The involvement leaders are a group of people with lived experience of either being in a mental health hospital, being supported in the community or being family members of someone who has.

We come together to understand the issues people with a learning disability, autistic people and families face accessing and receiving these services and share views and ideas to make services better for people.

2. Working with the wider North East team/Experts by Experience to design, develop and deliver bespoke projects for Local Authorities, Health and Care providers to meet their plans/aims for people with a learning disability, autistic people, and their families.

Making it easier for people with a learning disability, autistic people and their families to have their voices heard and influence change.

Support capacity building within other people and organisations in the region to take on innovations developed by Inclusion North

Other relevant information

The Project Worker role is based in the North East - You need to live in this area to do the job because you will need local knowledge and to be able to travel regularly to different part of the region.

You will do some work at home and also work within services across the North East.

Any travelling you do for the job will be paid for through our Expenses Policy.

We expect people to use public transport or their own car if they can, instead of taxis.

Hours can be worked flexibly during the week.

Job Description	
Job Title:	Project Worker
Location	Home based, working across the whole of the North East with occasional travel across the regions or nationally.
Salary:	£30,190
Accountable to:	Project Manager
Hours of work:	37.5 hours a week
Type of contract	Maternity Leave Cover – 1 year
Key responsibilities: Work with the Project Manager and a team of Involvement Leaders to ensure that people with a learning disability or autistic people who access secure mental health hospital environments, community mental	

health services, and prisons have their voices heard.

- Work in an inclusive, participatory way with everyone having equal status and value in the team.
- Use co-production to jointly plan the work, create a work plan and divide up the tasks.
- Share the vision for the project and get other people to support it. Regularly reporting on how the work is progressing.
- Manage deadlines, be ambitious but realistic about what can be achieved.
- Oversee the quality of the work of the team. Giving honest feedback and supporting creative problem solving in the team.
- Comply with all relevant legislation and company policies, in particular with the Equality Act 2010, Health and Safety and Safeguarding.

To work with the wider team/experts by experience across the North East to design, develop, and deliver projects to our Health & Care partners and Local Authority member areas.

- Facilitating networks, groups or training sessions for members or others.
- Work closely with local leaders including those responsible for the implementation of relevant policy that affects people with a learning disability, autistic people, and their families.
- support capacity building within other people and organisations in the region to take on innovations developed by Inclusion North.

Person Specification

The skills and abilities you need

- Flexible and supportive
- Able to get the best out of people
- Creative problem-solving skills
- Accessible communication skills
- Research and presentation skills
- Co-production skills
- Technical skills including Microsoft, email, and online video conferencing – Zoom, Teams
- Able to use initiative
- Ambitious but realistic about what can be achieved
- Stick to your values and principles and not let external pressures force you to work in a non-inclusive way
- Administration skills, accurate and accessible recording of information
- Plan and manage own time, meet deadlines
- Positive risk taking and planning
- Able to take critical feedback from the

	Involvement Leaders team.
The Knowledge and experience you need	<ul style="list-style-type: none"> • Knowledge of and experience of working with people in mental health hospital settings for people with a learning disability, autistic people, and their families • Experience of the criminal justice system, of the issues facing people with a learning disability, autistic people and their families • Experience of assessing risk and implementing safety procedures • Knowledge of safeguarding issues for people and staff and knowing the process for recording and raising issues. • Experience of working alongside people with a learning disability, autistic people, and family carers • Experience of working with professionals and building strong working relationships • Knowledge of the big issues facing people with a learning disability, autistic people, and their families
Personal attributes	<ul style="list-style-type: none"> • Able to be flexible, patient, approachable and empathetic • Have the confidence to challenge • Hold strong values of inclusion, equality, and justice
Other requirements	<ul style="list-style-type: none"> • Ability to travel around the North East - for example you will need to travel into

	<p>Northumberland at one end of the region and to Middlesbrough which is at the other. You should consider this before applying.</p> <ul style="list-style-type: none">• Occasional overnight stays away from home, and working outside of normal working hour• Link with the wider work of Inclusion North
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Recruiting Ex-Offenders Policy

Inclusion North is committed to creating equal access to opportunities for employment while continuing to base selection and promotion solely on ability to meet the requirements of the post. This is irrespective of race, colour, ethnic and national origins, religion, disability, gender, sexuality, age, marital status, responsibility for dependants, economic status, political values, or offending background.

With some exceptions, having a criminal record will not necessarily bar an individual from working with us in either a paid or unpaid capacity. This will depend on the nature of the position sought and the circumstances and background of the offences.

As an organisation using the Disclosure and Barring service to assess applicants' suitability for positions of trust, Inclusion North complies fully with the DBS Code of Practice and undertakes to treat all applicants fairly.

A Disclosure is only requested for those positions where it is considered both proportionate and relevant to the position concerned. Because of the nature of Inclusion North's work all checks will be at Enhanced level.

Where Disclosure forms part of the recruitment and selection process, applicants will be asked to provide details of their criminal record at an early stage. This would be declared on the relevant section on the application form and at interview. We guarantee that this information will only be seen by those who need to see it as part of the recruitment and selection process, e.g. recruiting manager, administrator.

Unless the nature of the position allows Inclusion North to ask questions about an applicant's entire criminal record, i.e. posts exempt from the Rehabilitation of Offenders Act 1974 (ROA) such as those involving working with children or Vulnerable Adults, we only ask about "unspent" convictions as defined by the Act. A conviction becomes "spent" after a rehabilitation period during which time there have been no further convictions, e.g. a sentence of imprisonment of between 6 months and 2½ years has a rehabilitation period of 10 years. A conviction carrying a sentence of more than 2½ years in prison can never become "spent".

At interview, or in a separate discussion, there will be an open and measured discussion on the subject of any offences or other matter that might be relevant to the position. The outcome of this will be recorded in brief and a copy kept on the individual's personnel file with a recommendation for appointment if relevant. If appointment is not recommended the recruiting manager will discuss/agree this with the Director before a final decision is made.

Factors to be taken into account include: -

- Is it a 'spent' offence?
- The nature of the offence
- It's relevance to the post, position, or profession in question
- How long ago the offence took place
- The person's age at the time
- Whether it was an isolated offence or part of a pattern of offending
- What is known about the person's conduct and character before or since

We undertake to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.

Please note that failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.