

Job Description

Job Title:	Advocate
Service:	Coram Voice Shropshire
Reporting to:	Children's Rights Manager
Salary:	£11,150.50 per annum (£22,301 FTE)
Location:	Home based with travel across Shropshire
Hours:	17.5 hours per week
Contract Type	Part Time – permanent

Coram Voice is a leading children's rights organisation. We champion the rights of children. We get young voices heard in decisions that matter to them and work to improve the lives of children in care, care leavers and others who depend upon the help of the state.

Purpose of the role:

To provide independent and confidential advocacy support to care experienced children and young people and those with Child Protection in the community and in a range of settings.

To work with the Children's Rights Manager and Service Manager to ensure services meet specific specifications.

Main duties & Responsibilities

- Undertake advocacy work, in line with Coram Voice practice guidelines and policies, relevant legislation and contract specification. Ensure a high standard of direct service delivery.
- Work with children and young people requiring advocacy support either face to face or virtually in the community and in a range of residential, health or education settings.
- Ensure that children and young people working with Coram Voice are informed of and understand their rights and are empowered to speak out and access these rights.
- Work to agreed outcomes, as appropriate with the child or young person promoting an understanding of options and outcomes.
- Take responsibility for maintaining sound records in line with Coram Voice's recording guidelines. These can be used in supervision, and to complete financial records for recharging agencies for Coram Voice services.
- Engage with a network of professionals and agencies working with the relevant child and young person in order to facilitate the resolution of issues and raise awareness of advocacy.

- Contribute to the development and delivery of training, seminars, workshop and other learning opportunities relating to Advocacy. Contributing service improvement and approaches that will better address the needs of children and young people.
- Undertake specific tasks related to the development of the advocacy service and consistent with the role of a Coram Voice advocate.
- Provide other children's rights services when required.
- To assist with the data collection and reporting both internally and externally by agreement with your manager.
- To contribute to your personal supervision with your manager and take shared responsibility for your personal development and learning.
- Support the promotion of good practice across those organisations promoting the rights of children and young people.
- Using your casework experience, take responsibility for highlighting key case stories and examples of poor or positive service provision and practice, and supporting Coram Voice's wider storytelling, fundraising and policy work.
- To recognise and challenge all forms of discrimination and prejudice in the workplace.
- To treat everyone with respect, dignity and fairness and to acknowledge and celebrate diversity.
- To maintain an awareness of your own and others' health and safety and comply with Coram Group Health and Safety policy and procedures.
- To maintain confidentiality of information; it will be necessary to comply with all requirements related to the Data Protection Act/ General Data Protection Regulations (GDPR)
- Undertake any other reasonable tasks requested by the Children's Rights Service Manager or other nominated supervisor.

This job description is designed to outline a range of main duties, it is not an exhaustive list. These responsibilities are subject to review and may need to be adjusted in line with service developments