



# Baca

**Safe to heal, free to thrive**

## About us

### Our Vision

A world where all child refugees are welcomed, safe and inspired with hope to rebuild their lives for a better future.

### Our mission

It is our mission to serve young people who have been forced to flee their home country – offering safe homes, education, therapeutic care and support in every area of their lives.

We believe each young person, many of whom are victims of human trafficking, has a dignity worth celebrating, talents worth discovering and a life to live to its fullest potential, no matter their past experiences nor present circumstances. We are committed to providing an inspiring environment that raises hope and strengthens resilience.

## 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 the young people we serve 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 - *Increased Personal Safety, Increased engagement with Education, Employment and Training, Improved Emotional Wellbeing, Improved Physical Wellbeing and Increased Social engagement.*

### Strategic Goals

*Strengthen* Baca's holistic service for young, forced migrants.

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

*Engage* locally, regionally and nationally to see a world where child refugees 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. We support young people who have been forced to flee their home country, because of war, persecution, or trafficking. We provide the support they need which includes a safe home, education and therapeutic care. The young people we serve have lost the only life they know and have overcome all the odds to reach safety. Their courage inspires us but without support they are at extreme risk of harm and exploitation.

We are committed to providing an inspiring environment that raises hope and strengthens resilience – enabling them to fulfil their potential and become thriving members of the community. We consider it an absolute privilege to be able to walk with them on a daily basis. We take heart from the several positive stories of young people's transition into adulthood, establishing their lives and being 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 them. 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, with strong expertise. 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 [www.bacacharity.org.uk](http://www.bacacharity.org.uk) to help you complete your application.

We wish you all the best,  
Jimmy Zachariah, CEO

## Job Description

Job Title:	Residential Support Worker - Male (this is a live-in role)
Reporting To:	Cambridge Project Lead
Contract Type:	Permanent
Responsible for:	Young people living in the accommodation (Four young people aged 16 – 18 years old seeking asylum in the UK).
Location:	This is a live-in, residential role based in a supported accommodation home in Cambridge. Some work will be based in our office buildings.
Salary:	£24,150 to £27,760 a year full-time, equivalent to £16,100 to £18,506 for 25 hours a week. Plus annual Cambridge Living Allowance of £1495.
Working Hours:	25 hours per week – this is a mixture of day, evening and weekend shifts. Two days a week will be off duty.
Leave	Two nights a month can be taken as nights away from the home. This in addition to annual leave allowance. Annual leave - 33 days (converted into hours) pro-rata for number of hours worked
Benefits:	Rent-free accommodation, including free Wi-fi, gas, electric and council tax bills
Start date:	Immediately

### OVERALL PURPOSE

To provide advice, assistance and support to young people in the home, as a key member of the Support Team, delivering Baca's service in line with our Vision and Values. The role includes a consistent adult presence in the home. To attend to their practical and emotional needs whilst supporting the development of living skills. To teach them how to manage and look after a home in order to keep it safe and hygienic. To build trusting relationships within the home to enable young people to feel safe and cared for. To act as an excellent role model and to work closely with them and their Support Worker to enable them to make good progress towards independence.

### SPECIFIC DUTIES & RESPONSIBILITIES

- Welcome newly arrived young people into the accommodation, helping them feel safe and able to rest; with compassion without discrimination of age, race, colour or behavioural issues.

- Actively support young people to make progress and develop in the following outcomes
  - physical wellbeing and emotional wellbeing
  - personal safety
  - education and learning
  - employment and training that is safe and suitable
  - social engagement (being part of the community and activities outside of the home)
- Be an excellent and positive role model, offering advice, guidance and assistance and consistently modelling behaviours in line with Baca's values.
- Using Baca's progress plan, train all young people in living skills and looking after a home such as washing, personal safety, cleaning, cooking and food safety, food shopping and budgeting.
- Providing emotional support at times of difficulty, anxiety or stress.
- Encourage young people settle into and support them to maintain a healthy routine which will include regularly attending education and social activities.
- Act as a co-keyworker for the young people to ensure that their support plans and progress are up to date and that all their needs are being met.
- Enable young people to live with positive values and good boundaries by challenging any unhelpful or unsafe behaviours and encouraging safe and positive behaviours.
- In accordance with the guidelines on Safeguarding and Health and Safety policies, to accept responsibility for working within these guidelines and report any concerns.
- Work collaboratively with the rest of the Rebuild Team to ensure all young people are safeguarded and supported to rebuild their lives.
- Take responsibility for keeping the home clean, by consistently role modelling to and training young people.
- Maintain very good communication with relevant members of the Rebuild Team and relevant social workers
- Ensure regular appropriate reporting requirements are consistently met, meeting regulations set out by Ofsted.
- Complete and update all admin work as part of the role such as month end reports and support plans on time and in a consistent manner.
- Playing an active role in developing knowledge and understanding in areas relevant to the role and especially in the areas of asylum and refugee law, trafficking, supporting separated children and the cultures of different nations relevant to Baca.

#### TO WORK AS PART OF THE TEAM

- Be a role model, leading by example in practicing the Values of Baca.
- Actively participate in the delivery of the aims and objectives of the organisation working collaboratively with colleagues to achieve them.
- Demonstrate curiosity and willingness to learn by be willing to give and receive feedback on performance with colleagues and managers.
- Play an active and supportive role within the organisation.
- Actively participate in team meetings, making a positive contribution to enable young people outcomes to be achieved.
- 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.
- Consistently outwork the correct procedures for dealing with any safeguarding incidences or concerns, in line with Baca's Child, Vulnerable Adult Protection & Safeguarding Policy and whistleblowing.
- Adhere to all 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 live in the new arrival house and make it their home. 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.

This is a frontline role that will need the successful applicant to be working closely with young people in their houses and will need access to transport young people to different appointments, meetings and activities.

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.</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 commitment to make a home that is welcoming and feels safe for young people</li> <li>• First Aid skills or willingness to develop these through training.</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 full 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 Residential Support Worker role entails; what to do in an emergency and what support is available to you, and introduction to the Baca team.

### *DO I HAVE TO BE IN THE HOUSE ALL THE TIME?*

No. We recognise that you may have a busy private life, but we ask that you treat the house as your home. We do ask that you get to know the young people and spend some time with them during the week as well as living your external social life and enjoying other social commitments that you may have.

### *CAN I GO AWAY AT WEEKENDS OR ON HOLIDAY?*

Yes, and we would encourage you to get away from time to time. You can have up to two nights a month away from the home in addition to your annual leave allowance. Annual leave is 33 days (converted into hours) pro-rata for number of hours worked. If you do intend to be away from the house either for a night or two or for a longer holiday, this needs to be arranged in advance. This will enable us to assess whether we need to cover your absence and give us time to make arrangements if they are needed.

### *CAN I HAVE VISITORS?*

As this is a home for young people in care any adult visitors must be vetted and have permission from Baca to visit the home. They must only visit common space areas and must leave by curfew time.



## How To Apply

You can apply electronically, by completing an application form on our website. Please complete the online application form or return a completed application form, along with a CV to us by email. Please make sure 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 make sure you complete the equal opportunities monitoring form. Completed applications should be returned to us by *9:00am on 19 July 2024*.

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

Downloaded application forms must be sent to: [recruitment@bacacharity.org.uk](mailto:recruitment@bacacharity.org.uk) clearly identifying the role you are applying for.

## Interview Process

A 30-minute online interview could be conducted as part of shortlisting. If suitably strong candidates are shortlisted before the deadline, in-person interviews will take place immediately after shortlisting.

If you are shortlisted for in-person interviews, we will contact you as soon as possible, to let you know the details of the interview process.