

Job description

Voice of Hope Education Trainer and Outreach Worker

Salary: £18.00 per hour

Hours: 18 hours per week

Interested parties should apply to Ann@voiceofhope.org.uk for an application form.

Purpose of the post:

Voice of Hope is a charity specialising in providing awareness training on Modern Slavery/Human Trafficking and County Lines. The training officer will be tasked with conducting training sessions to support the charity in the delivery of our awareness training packages to organisations within Staffordshire, focusing on equipping practitioners with the skills and knowledge to re-enter their workplace feeling confident that they will be able to assist potential victims of Modern Slavery/County Lines.

We appreciate that Modern Slavery is a niche area, and the candidate may not have experience in this area; however, wanting to make a difference, transferece skills, and the ability and interest in learning are the right skills we are looking for to work in this sector. The Training Officer must have or be willing to gain a deep understanding regarding the subject of Modern Slavery and County Lines.

Person Specification:

We are looking for an individual who is committed to the values of training and believes in allowing practitioners to gain the knowledge needed to assist and support any potential victims of Modern Slavery/County Lines.

Additionally, the individual would need to be able to communicate well to respond to and arrange emails.

Key Responsibilities:

- Preparing training materials such as slide presentations and resources used within the training sessions.
- Develop, lead and deliver the training on MS/CL awareness for practitioners within the region.
- Conduct training sessions on Modern Slavery and County Lines.
- Reviewing and evaluating feedback forms and making appropriate changes to training sessions based on feedback received.
- Evaluate and implement into future sessions where further knowledge is required.

- To stay informed of all relevant legislation and policies so they can effectively communicate this information to their audience who will work in the social welfare sector.
- Manage strategic and operational relationships with key partnership organisations,
- Establishing and maintaining relationships with organisations within the local area to promote awareness about Modern Slavery and County Lines.
- Attend Networking events to establish new partnership relationships with local organisations.
- Conduct research on modern Slavery, CCE and CSE topics and develop educational teaching based on these findings.
- To help develop training packages, research and policy knowledge to ensure all data delivered is accurate.
- To help to continue to develop effective working partnerships with organisations/agencies, such as the Staffordshire Police, NHS practitioners, Fire service, Housing associations, and local schools.
- To help coordinate training events, liaise with organisations, using our social media features to advertise and coordinate bookings.
- Respond effectively to new referrals.
- Undertake mandatory training for ongoing professional development.
- Develop reports and evaluate summaries for the Charity's funders.

Skills, Knowledge and Experience:

Essential:

- Must hold a current UK driving licence.
- Enthusiastic approach to providing knowledge around the topic of Modern Slavery/County Lines.
- Manage and plan workloads and delivery sessions around the varying needs of organisations within the Social Welfare sector.
- Strong communication skills -written, verbal and non-verbal and listening skills.
- Keep accurate records of delivery activity.
- Good numeracy and literacy skills.
- Emotionally empathetic to potential victims of Modern Slavery/County Lines, who may disclose experiences of abuse.
- Supportive of practitioners who wish to develop their professional development and harness their learning through encouragement.
- Computer literate, ability to use PowerPoint, Word and Excel.
- Flexible and adaptable approach to working.
- Strong organisational and planning skills, with the ability to prioritise and manage deadlines.
- Strong team player whilst also confidently working independently when working with partnership organisations.
- Good knowledge and understanding of safeguarding policies and procedures.
- Experience in delivering training/teaching effectively
- Highly developed verbal and written communication skills with strong attention to detail.

- Understanding of safeguarding requirements and a commitment to ensuring practices which promote safeguarding.

Desirable:

- Knowledge and understanding of the Modern Slavery framework, legal framework and rights, identification, care and support for victims and survivors of Modern Slavery, and how to report concerns through the National Referral Mechanism
- Knowledge and understanding of the County Lines framework, legal framework and rights, identification, care and support for victims and survivors of County Lines, and how to report concerns through the National Referral Mechanism.
- Knowledge of the range of support services within the local area
- Providing group support to communities, evidencing positive change and impact in knowledge and behaviour, resulting in practitioners gaining insight into the key role they can play in identifying, supporting, and caring for victims of Modern Slavery/County Lines
- Experience of effectively networking.
- Train the trainer qualifications would be an advantage
- Raising public awareness on issues relevant to the social welfare sector.

Terms of employment:

This position is a fixed 35 month contract due to funding received from the National Lottery Community Fund. Concluding May 2029.

As an employer, it is important to invest in employee training and development; the Charity will support and fund a train the trainer qualification.

Car driver is essential for this post as you will be required to drive to various locations to deliver training sessions to organisations within the sector, therefore must obtain business uses on their insurance policy.

Milage is paid for distances travelled outside of Stoke on Trent, this to be discussed with applicant.

Enhanced DBS checked is essential.

This position will be subject to terms and conditions as laid out in your final employment contract.

Location:

Voice of Hope Charity Head Office is based at the Bridge Centre, Stoke on Trent, ST8 2DD. Ability to work flexible hours Monday- Friday during the day and occasionally in the evening. There will be opportunities to work from home.