**SEN Project Worker - Job Description**

**POST:** Part Time Worker (Brandon, Mildenhall, Lakenheath, Newmarket)

**GRADE/SALARY:** £10.50 p/h

**HOURS/WEEKS OF WORK:** 18 hours per week - **Contract is for 1 year**

**KNOWLEDGE AND SKILLS**

Some experience of SEN work is required. This role is a fantastic opportunity for the right candidate to gain experience in this role and receive training with Sharing Parenting.

You’ll need to be able to build relationships with parents, carers and agencies. You will have confidence in your ability to talk to parents and professionals in a range of environments and provide short taster training sessions as required e.g. raising self-esteem and bespoke training.

You will need:

* The ability to communicate sensitively and effectively with adults.
* The ability to build good relationships with families and communities.
* A good understanding of child development and the needs of children and families.
* To connect with SEN parents through schools, community and word of mouth.
* To provide weekly drop-in sessions where parents can get support from each other, information & parental strategies and advice.
* To run one 2 one sessions.
* To facilitate and create links and supporting parents in the community.
* To engage with volunteers and help train them to support parents with SEN children, raising self-esteem, confidence and courage in volunteers and parents.
* To deliver ‘Outside the Box’ parenting programmes (training given) to parents in towns giving practical strategies for behavior and increase confidence.
* The ability to help parents develop the skills they need to progress and move into education and training.
* Understanding, patience and good listening skills.
* Good time management and organisational skills.
* To be familiar with Microsoft PowerPoint, Publisher and Word.
* A flexible approach.
* Good team working skills as well as the ability to work independently.
* To be able to manage and prioritize work effectively.
* To practice equal opportunities at all times.
* To provide your own transport .

You will work with a range of professionals and you will need to keep accurate and up to date records of all activities. Maintain paperwork and organisational requirements.

**Qualifications**

HoursDesc

EntryRequirementsDesc

Qualifications in childcare, social work, social care, counseling, youth work and education are desirable. Facilitator qualification in evidence-based parenting programme desirable but not essential.

**Closing Date: Monday 13th January 2020
Interview Date: Tuesday 21st January 2020**