



EQUALITY | RESPECT | LOVE

Who Cares? Scotland Job Specification

Post title	Education and Engagement Officer
Salary range	£23,674 – £29,592
Hours of work	Full time – 35 hours per week (some evening and weekend work is required). Hours can be worked flexibly.
Contract	12 months contract
Area	Engagement and Influence
Base location	Flexible – Glasgow office base with the option of working from home
Responsible to	Education and Engagement Manager
Last update	May 2023

Purpose of the post

Who Cares? Scotland is Scotland’s only national independent membership organisation for Care Experienced people. Our strategic vision is to secure a lifetime of equality, respect and love for Care Experienced people in Scotland.

At the heart of Who Cares? Scotland’s work are the rights of Care Experienced people and the power of their voices to bring about change. We provide individual relationship based independent advocacy and a range of connection and participation opportunities for Care Experienced people across Scotland. We work alongside Corporate Parents and others to broaden understanding and challenge stigma experienced by Care Experienced people. We create opportunities for people with lived experience of care to influence policy makers, leaders, and elected representatives locally and nationally to shape legislation, policy and practice. We do this collaboratively to build on the aspirations of [The Promise](#) and secure positive change.

As part of the Education and Engagement Team, the Education and Engagement Officer will design and deliver projects and activities with Corporate Parents, relevant stakeholders and Care Experienced people.

Utilising Each and Every Child framing, the post holder will play a key role in Who Cares? Scotland’s anti-stigma approach for Care Experienced people.

In the delivery of education and engagement activity, the post holder should be a highly effective communicator, facilitator and presenter and have a keen interest and skill in communicating complex policy landscapes to a wide audience in interesting and engaging ways. Knowledge and experience of delivering learning programmes is essential as is the ability to present to senior professionals across the public, private and third sector.

The post holder will use a range of engagement techniques and creative methods, shaped by an abundance of ideas and research, to develop and promote projects, education and learning resources and to secure support for them.

A strong understanding and belief in social justice, equality, and human rights is essential for this post. The role will sit alongside a wider Engagement and Influence Directorate which has helped to secure the biggest, most transformational reforms to the care sector for a generation.

Main duties and responsibilities

- To contribute to the development and delivery of engaging, accurate and compelling education and learning materials and content, consistently embedding Each and Every Child framing.
- To deliver education and engagement activity with Corporate Parents, with a particular focus on local authorities, and relevant stakeholders, across Scotland.
- To convert engagement with Corporate Parents into opportunities to develop positive and on-going relationships to benefit Care Experienced people.
- To support the evaluation, reporting and learning from all activities undertaken.
- To proactively promote collaboration and connection across Corporate Parents.
- To ensure that the views, experiences and testimonies from Who Cares? Scotland's members are represented in all education and engagement activity.
- To support the involvement of members directly involved or informing education and engagement activity.
- To represent Who Cares? Scotland in relevant external forums and networks.
- To routinely engage with and utilise WC?S evidence and ensure it is represented in education and engagement activity undertaken.
- To undertake the relevant actions to ensure education and engagement events are delivered successfully.
- Be an ambassador for Who Cares? Scotland by upholding the staff code of conduct, adhering to policies and procedures and promoting values at all times.
- Carry out any other duties commensurate with the post as agreed with the Manager.

Communication

The post holder will have key contacts with:

- Care Experienced people
- Corporate Parents

- Public Bodies
- Third Sector agencies and forums
- Who Cares? Scotland colleagues
- Scottish Government
- Appropriate funding bodies.

Working environment

The location of the postholder is flexible, however they will be expected to travel across Scotland, with a focus on the central belt, regularly to fulfil their remit. Occasional evening and weekend work, including overnight stays, is a requirement of the role.

Attitudes and values

Commitment to:

- Child rights.
- Human rights.
- Working inclusively with an understanding of equal opportunities practices.
- Belief that young people can make transformative change happen in their lives if given the opportunity.
- Working in partnership with Care Experienced people of all ages, empowering them to make decisions about their own lives.
- Developing best practice through regular supervision and training opportunities.
- Inter-agency, inter-disciplinary working to improve outcomes for Care Experienced people.

Essential knowledge, skills and experience

Qualifications:

- While we welcome the knowledge gained through relevant qualifications, we are just as interested in relevant work experience.
- Demonstrable continuing professional development in relevant areas.

Knowledge:

- Teaching and learning methodologies.
- Communication techniques and learning styles.
- The issues affecting Care Experienced people.
- Child and human rights.
- Current policy and practice in relation to Care Experienced people.
- The Promise.

Skills and competencies

- Excellent presentation and facilitation skills.

- Strong interpersonal and communication skills, including the ability to build and maintain strong relationships with a diverse range of people.
- Excellent English language skills with the ability to communicate in clear, concise language to a variety of audiences.
- Ability to develop and sustain positive relationships with external colleagues.
- Working with children and young people.
- Ability to work effectively as part of a team.
- Ability to work on a range of projects in tandem.

Professional experience of:

- Engaging public sector representatives, particularly at a senior level.
- Developing and implementing learning, teaching and project plans.
- Developing and delivering events.

We particularly welcome applications from people with experience of care who meet the criteria for the post.