**Ruils Sitting & Befriending Service**

**Post Details – Sitter and Befriender**

Ruils offers a Sitting & Befriending Service to families living in the London Borough of Richmond (LBR) and Royal Borough of Kingston upon Thames (RBK).

The service provides families with access to:

* Sitters to enable them to go out and have a break, and
* Befrienders who enable children and young people to engage in social and leisure activities

As a Sitter / Befriender you can work for more than one family, and families can use more than one Sitter / Befriender.

You will be employed by Ruils as a casual worker on a sessional basis and paid monthly in arrears.

Hours will be agreed with the family (sometimes in conjunction with Ruils) but you should have a minimum of 3-4 hours a week available (daytime or evening) and be able to commit to providing a service for at least a year.

You must work, study or live within easy travelling distance of LBR and / or RBK.

You can work as both a babysitter and a befriender or you may choose which role you would like to fulfil.

**Both the Sitter & Befriender posts require you to:**

* Listen to the needs of the child / young person and their family and follow agreed guidelines and instructions
* Support the child / young person to meet their agreed outcomes
* Actively promote the inclusion of disabled children and young people into mainstream activities
* Provide a safe environment and constant supervision of the child(ren) / young person or in your care
* Take reasonable and responsible care of your own health and safety
* Maintain confidentiality in relation to the child / young person and their families
* Work according to Ruils’ Safeguarding Policies
* Adhere to the Ruils Code of Conduct.

**The Sitter Post requires you to:**

* Care for a child / young person with additional needs within their own home in the absence of their parents
* To look after siblings of the child / young person with additional needs during the sitting sessions where this is requested by the parents and agreed with the Sitting & Befriending Service Coordinator
* Provide appropriate activities, both indoors and outdoors, as part of the sitting session as required
* Provide personal care to the disabled child / young person and to other children in your care as agreed with the Sitting & Befriending Service Coordinator.

**The Befriender Post requires you to:**

* Accompany the child / young person to social activities they enjoy
* Facilitate the child / young person joining in their social activities
* Take part in activities with the child / young person where appropriate.

**References and Police Check (DBS):**

You will be subject to a Disclosure and Barring Service Check.

Two reference forms will be required, one of which should be from a current or recent employer or from school/college.

The other may be personal, and from a person who has known you for at least a year but ***not*** a family member unless they are or have been your employer.

**Training:**

You will be required to complete an online Safeguarding course and provide the Sitting & Befriending Service Coordinator with a copy of the certificate.

Additionally, you will be required to attend a half day Ruils Induction Session. These sessions are run at regular intervals either in the evening or on a Saturday morning. This course and Safeguarding training are mandatory.

In addition, Ruils offers training courses and access to training through other organisations. Whilst some training is mandatory (see above) other training is not but Sitters / Befrienders are encouraged to take up training where relevant or of interest.

**Sitter & Befriender Person Profile**

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| 1 | Experience | Working with children or young people |
| Working in an unsupervised setting, for example as a babysitter |
| 2 | Abilities | Relating positively to disabled children, young people and their families |
| Respecting and working with parents’ or carers’ views and concerns |
| Working creatively |
| Working alone in an unsupervised setting |
| Challenging discrimination of all kinds, in particular towards disabled people |
| 3 | Personal Qualities | Reliable and punctual |
| Caring and trustworthy |
| Interested in working with children and young people with additional needs |
| Interested in and committed to the needs and rights of disabled people |
| Committed to attending training sessions offered by Ruils |
| Committed to gaining knowledge and awareness of needs of disabled children, young people and their families |
| Committed to gaining awareness of racial and cultural issues in working with families from different minority community groups |

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| For further information about the post, please contact:  Sue Robson or Charlie Thefaut  Sitting & Befriending Coordinators  **By email:**  [**suerobson@ruils.co.uk**](mailto:suerobson@ruils.co.uk)[**charliethefaut@ruil.co.uk**](mailto:charliethefaut@ruil.co.uk)  **By phone on 020 8831 6413** |