

Ruils Sitting & Befriending Service Befriender Job Description

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

To be eligible for this position you must:

- **Work, study or live within easy travelling distance of LBR and / or RBK**
- **Be 18 years of age**
- **Have experience working with children in either a paid or voluntary capacity**
- **Have the right to work in the UK**
- **Be able to commit to the Befriending role for minimum of 1 year**

The Ruils Sitting and Befriending Service is a SEND Befriending Service that matches young people with a paid Befriender to help them access social and leisure activities. We currently support young people up to the age of 25 that have a Special Education Need or Disability (SEND) that impacts their social life, who also live in the London Borough of Richmond or Royal Borough of Kingston.

Our Befrienders are recruited, trained, vetted and employed by Ruils to make finding the right support easier for families. Our service is designed to make long-term and sustainable matches between families and Befrienders. While we help coordinate matches and manage the employment of Befrienders, parents work directly with Befrienders to establish a schedule for sessions.

The primary role of our Befrienders is to build a relationship with a young person and support them in doing things that they want to do. While our service can help provide additional supports for young people, like personal care and transportation, the Sitting and Befriending Service is not a childminding, academic tutor or chauffeur service.

Further information before you apply:

- Your earnings with Ruils may be subject to tax and national insurance depending on what other work you do and it is your responsibility to provide us with accurate information about other work and to inform the tax office where relevant
- Ruils cannot guarantee the number of hours work available to you and are not responsible for changes in days / times / hours you work with a family
- We expect you to treat this role professionally regardless of the amount of work you are offered / take on
- We expect you to engage with the Sitting & Befriending Service Coordinators and to undertake supervision sessions and our annual survey

The Befriender post requires you to:

- Listen to the needs of the child / young person and their family and follow agreed guidelines and instructions
- Actively promote the inclusion of disabled children and young people into mainstream activities
- Provide a safe environment and constant supervision of the child / young person 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.
- Accompany the child / young person to social activities they enjoy
- Facilitate the child / young person joining in their social activities
- Potentially support the child / young person to try new activities or current activities in new or different ways or settings
- Take part in activities with the child / young person where appropriate.
- Provide personal care to the disabled child / young person in your care as agreed with the Sitting & Befriending Service Coordinator

References and Police Check (DBS):

- You will be subject to a Disclosure and Barring Service check.
- Two references 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.
- Your referees must be able to comment on your personal characteristics and suitability for this role.
- References that can only confirm dates of employment or from people who do not know you well enough to comment on your personal characteristics are not adequate for this role.

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 via Zoom. 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.

Sitter & Befriender Person Profile

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

For further information about the post, please contact:

Sue Robson or Hallie Banish

Sitting & Befriending Coordinators

By email:

suerobson@ruils.co.uk halliebanish@ruils.co.uk

By phone on 020 8831 6117