

Job Description

Job Title Community Payback Supervisor

Level 6

Service Justice Service

Job Purpose

To supervise small groups of people to complete unpaid work whilst on Community Payback Orders.

Date: July 2021



Post Responsibilities:

- To supervise small groups to complete practical tasks.
- To ensure discipline within the group.
- To assess performance of individuals within the group and report to the Supervising Officer.
- To participate in on-going training as directed for the maintenance and development of relevant skills for the proper delivery of the duties of a Community Payback Supervisor.

Possession of:

- Trade qualification or equivalent or equivalent experience.
- SVQ 2 in Social Care or relevant experience and/or ability to work towards attaining an SVQ 2 in Social Care or equivalent.
- Candidates must hold a full clean current driving licence.

Substantiated ability to:

- Communicate effectively using both written and verbal forms of communication.
- Must be able to demonstrate experience in working with vulnerable and challenging groups and ability to deal with diverse situations.
- Ability to maintain client confidentiality.
- Meet the standards required under the Values and Behaviours of South Ayrshire Council.

Demonstrable experience of:

- Genuine empathy and concern for vulnerable people and the ability to adapt communication skills as appropriate to the person.
- An awareness of Health & Safety in the workplace.
- Must be able to demonstrate an ability to work on own initiative but also as part of a team.

In terms of the Protection of Vulnerable Groups (Scotland) Act 2007, this post is designated as Regulated Work. Consequently, in order to undertake the duties of this post, you must hold Membership of the Protecting Vulnerable Groups (PVG) Scheme.

If you are charged with any offence, or are involved in any activity which may have implications for your membership of the PVG Scheme, you must immediately notify your Line Manager.

Applicants must be able to recognise and report concerns about the wellbeing of children and vulnerable service users and be able to maintain appropriate professional relationships with service users.

