



- Title:** Rights and Participation Worker
- Responsible to:** Direct Help and Support Manager
- Salary:** £25,290-£28,464 pro rata. The successful applicant will be appointed at point SO6/4 on our salary scale: £27,635 pro rata.
- Status:** Part time- 24 hours per week, fixed term until 31st March 2028.
- Location:** Hybrid, working from home with some work from our Edinburgh office and travel across Scotland.
- Working pattern:** Days and times to be agreed with the successful applicant. The post will require regular work in the evening and may involve occasional weekend working.

Mindroom

Mindroom is a charity that champions all forms of neurodiversity and supports all kinds of minds. Our mission is to be a leading centre for change, in how we live, work and learn. We achieve this through support, education, advocacy, and research.

Job purpose

We have recently been awarded funding from the National Lottery Community Fund Young Start Programme to facilitate a large-scale rights and participation project for neurodivergent children and young people aged 8-24 living in Scotland. The post holder will be responsible for working alongside children and young people to support them to design and implement a project to increase awareness of the rights of neurodivergent children and young people and collectively advocate for societal change. This will involve

engaging with children and young people across Scotland on an individual and group basis, as well as facilitation of our young people's stakeholder group, neuropoint. The postholder will have highly developed skills in communicating with neurodivergent children and young people and promoting accessibility. They will have skills in experience in designing and facilitating participative projects and will be passionate about promoting and realising the rights of neurodivergent children and young people. This is a youth-led project so the project activities will be identified and designed through consultation with neurodivergent children and young people across Scotland.

Main Duties

- Design and promote recruitment campaigns to encourage neurodivergent children and young people to become involved in the project, and to become members of our young people's stakeholder group, neuropoint.
- Facilitate regular meetings of neuropoint and support engagement of neuropoint members.
- Consult with neurodivergent children and young people using a variety of communication methods to identify the issues that are important to them and the changes they would like to see in society.
- Work with neurodivergent children and young people to analyse consultation responses and create a Manifesto for Change.
- Support neurodivergent children and young people to identify, design and carry out activities to promote their Manifesto and work towards achieving societal change.
- Provide accessible opportunities for participation in all activities, ensuring neurodivergent children and young people have opportunities to use and develop their individual strengths and talents and work towards positive outcomes.

- Work collaboratively with relevant organisations to widen opportunities for participation for neurodivergent children and young people and increase the impact of project activities.
- Maintain accurate casework records in accordance with best practice and to ensure confidentiality in line with Salvesen Mindroom Centre's policies.
- Contribute to data collection and analysis to support Monitoring and Evaluation of the project.
- Maintain appropriate safeguarding training and knowledge and follow Salvesen Mindroom Centre's Safeguarding Policy at all times.
- Contribute to the development of our Direct Help and Support Service and participate in relevant projects.
- As part of the wider Salvesen Mindroom Centre team, help to respond to consultations that may influence statutory organisations as they formulate policy and practice, ensuring the views of children and young people engaging in the project are represented.
- With other team members, collaborate with partner agencies and charities to explore working partnerships.
- Participate in Continuous Personal Development in relevant areas to allow growth and confidence within the role.
- The post holder will need the flexibility required to be part of a developing team, with the ability to adapt to evolving processes and ways of working to deliver the best possible service to the families we are supporting.
- Other appropriate duties as required.

Additional information

The salary range is £25,290-£28,464 pro rata. The successful applicant will be appointed at point SO6/4 on our salary scale: £27,635 pro rata. This is a fixed term role until the 31st of March 2028. We offer 27 days annual leave, plus 8 days public holidays, pro rata for part time employees. The charity operates a contributory pension scheme to which the employer contribution is currently 5%. There is a mileage allowance for own car use. We

have a confidential conversations service in place for all staff, currently provided by Crossreach. Out of hours work is covered by a TOIL policy. PVG registration is required for this role and the successful applicant will be expected to comply with the Salvesen Mindroom Centre’s policies and practice, including confidentiality and data protection. As a new employee you will be required to successfully complete a 6-month probationary period.

Person Specification:

		Essential	Desirable
Education and qualifications	<ul style="list-style-type: none"> • Educated to SCQF Level 8 or above in a relevant field (e.g. education, health, social work, law). <ul style="list-style-type: none"> ○ Qualifications may include Higher National Diploma, Diploma of Higher Education, Higher or Technical Apprenticeship at SCQF Level 8, SVQ at SCQF Level 8, or significant equivalent skills and experience. <p>https://scqf.org.uk/level-8/</p> <p>Relevant and current training and experience in child protection/safeguarding</p>	X	
Experience	<p>Previous experience of designing and facilitating participation projects</p> <p>Evidence of successful relationship-building with children and young people and the ability to represent their views, wishes and interests</p> <p>Experience of working with neurodivergent children and young people including those who may have a learning disability, including the use of creative communication techniques</p>	X X X	

	Experience of group work with children and young people/vulnerable adults	X	
	Experience of Monitoring and Evaluation	X	
Knowledge	Knowledge and understanding of neurodiversity and neurodivergence	X	
	Knowledge and understanding of children's rights	X	
	Knowledge and understanding of trauma informed practice	X	
	Understanding of legislation and policy relevant to neurodivergent children and young people	X	
	Knowledge and understanding of project planning processes		X
Skills	Excellent skills in engaging with neurodivergent children and young people	X	
	Ability to promote participation of children and young people, providing accessible opportunities, using creative approaches where required	X	
	Ability to plan and deliver a large-scale project, delivering agreed outcomes and meeting deadlines.	X	
	Ability to manage conflicting views and priorities, to reach a consensus	X	
	Good communication skills with a range of stakeholders, including children and young people, parents and carers, professionals, and policy/decision makers.	X	
	Skills in creating accessible resources		X
		X	

	<p>Ability to manage pre-planned travel and appointments and perform associated administrative tasks.</p> <p>Familiarity with using a database to record details of casework</p> <p>IT skills</p>		<p>X</p> <p>X</p>
Personal Attributes	<p>Passion for promoting and realising the rights of neurodivergent children and young people</p> <p>Ability to manage conflicting priorities</p> <p>Ability to remain calm under pressure and seek help from line manager and/or colleagues when required</p> <p>Ability to build effective relationships with colleagues and with a wide range of external stakeholders</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	
Other	<p>Clean driving licence and use of a roadworthy car.</p> <p>A satisfactory PVG check (post offer of employment, and an ongoing condition of the role)</p>	<p>X</p> <p>X</p>	



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