



Job Description

Development Officer

Hours per week:	35
Contract type:	12-months Fixed-Term Contract
Location:	Head Office/National
Reports to:	Senior Development Officer
Line Management Responsibility:	No
Financial Accountability:	Low

Job Summary

We are seeking 3 Development Workers to join our team. You will be joining an exciting and dynamic team within Includem with a specific focus on supporting the implementation of The Promise which will see you work across Scotland.

You will help support local and national organisations to ensure they embed lived experience and participation at its core. You will work within a multi-disciplinary team to identify gaps in service provision, work with partners to identify pilots and support the delivery and evaluation of these pilots. You will engage with key stakeholders including infants, children, young people and their families to understand the barriers they may individually and collectively face and to identify supports enabling them to experience success in their local community and move to a preventative model. You will also help and support organisations to explore what they need to do differently to ensure the promise is kept.

You will be supported and guided every step of the way to ensure you can carry out your role to the best of your ability. Training and development opportunities will be provided.

Key Responsibilities

The key responsibilities of the Development Worker include, but are not limited to:

- Support the development of programmes and initiatives that helps #KeepThePromise.
- Support the development of meaningful engagement methods and resources.
- Develop a Participation Programme
- Actively participate in formal supervisions and continuous professional development.



- Create partnerships and relationships with key stakeholders
- Work as part of a team from national and local perspective
- Support the identification and subsequent design and delivery of appropriate pilots across Scotland.



Person Specification

Category	Essential Job Requirements	Desirable Job Requirements	Method of Assessment
Technical Skills, Knowledge, and Experience	<ul style="list-style-type: none"> • Experience of engaging in meaningful participation. • Experience and understanding of The Promise • Ability to create and maintain positive relationships with key stakeholders • Willingness to learn new skills • Ability to promote positive values and anti-discriminatory, non-judgmental practice and treat colleagues and customers with dignity and respect in line with the Employee Code of Conduct and SSSC Codes of Conduct. 	<ul style="list-style-type: none"> • Track record of implementing or creating new initiatives. • Sound understanding of participation and engagement methods. • Established relationships with key contacts. • Understanding of Trauma Informed Practice • Understanding of child development • Understanding of youth work and community development approaches 	<p>Application process</p> <p>Individual interview</p>
Education / Qualifications	<ul style="list-style-type: none"> • Experience of working/living in and around the care and justice systems 		<p>Application process</p> <p>Individual interview</p>
Other Requirements	<ul style="list-style-type: none"> • Genuine interest in the health and wellbeing of young people and communities. • Ability to build and maintain relationships. • Excellent communication skills, both verbal and formal written communications. • Excellent organisational skills with the ability to plan, prioritise and schedule work. 	<ul style="list-style-type: none"> • 	<p>Application process</p> <p>Individual interview</p>



	<ul style="list-style-type: none">• Experience of working individually as well as part of a team.• Enthusiastic and highly motivated and able to share this with colleagues.• A commitment to keeping The Promise		
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Acknowledgement:

This job description is an overview of the duties, responsibilities, and requirements of the position. You may be required to perform other duties throughout your employment at the reasonable request of your line manager.

I acknowledge that I have read and understood the job requirements, responsibilities, and expectations outlined in the job description.

Employee Name		Employee Signature		Date	
Line Manager Name		Line Manager Signature		Date	