

# Gaddum ... Advocacy

## Gaddum Advocacy Sessional Worker

<b>Job Title:</b>	Gaddum Advocacy Sessional Worker
<b>Accountable to:</b>	Head of Operations
<b>Responsible to:</b>	Advocacy Services Manager
<b>Reporting to:</b>	Independent Advocacy Team Leader
<b>Location:</b>	Home-based or office, professional and community settings
<b>Salary:</b>	£15.60 per hour
<b>Hours:</b>	Variable, dependant on contractor commitments
<b>Contract:</b>	Self-employed, third party contractor

### Job Summary

Gaddum Advocacy (The Manchester Advocacy Hub) provides all statutory advocacy services across Manchester and we are looking for sessional worker advocates to join our team.

Our aim is to strengthen the voice of Manchester citizens through the promotion, delivery and understanding of advocacy. We do this by:

- taking action to help people say what they want,
- securing people's rights,
- representing the interests of the individual
- obtaining services that our service users need.

Our Advocates work in partnership with the people they support and take their side. Gaddum Advocacy promotes social inclusion, equality and social justice. Sessional workers provide Paid Relevant Person's Representative work.

### Job Purpose

- To provide Paid Relevant Persons Representative sessional worker services to Gaddum clients.
- To support and represent adults who lack capacity in matters relating to or connected with their deprivation of liberty in line with the Mental Capacity Act and the Deprivation of Liberty Safeguards Code of Practice.
- To promote social inclusion, equality and social justice through advocacy

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## **Duties and Responsibilities:**

### **Providing Advocacy support to individuals**

- To maintain regular contact with the relevant person.
- To meet with relevant person, preferably in private.
- To obtain information relevant to the person's care whilst respecting a person's rights in relation to confidentiality
- To support the person to express their views, wishes and feelings.
- To identify as far as is possible a person's views, wishes and feelings relating to their care and restrictions.
- To support the relevant persons to understand the DOLS authorisation
- To obtain and provide information to the relevant person to enable them to understand their rights under the Mental Capacity Act
- To raise any concerns regarding the DoLS or care regime to relevant parties
- To instigate a review or complaint on a person's behalf where there are concerns.
- To challenge a person's DoLS Authorisation through making an application to the court of protection where concerns cannot be resolved by other means.
- To act as the relevant person's litigation friend where appropriate.
- To identify other advocacy issues and direct users to appropriate information and support.

### **Reporting**

- To keep accurate and up to date casework records.
- To contribute to the production of monthly and quarterly reports as requested.
- To prepare and submit high quality reports to the DOLS Team.
- To write letters and/or submit complaints with service users and on their behalf where appropriate.

### **Training and development**

- To keep up to date with relevant policy, legislation and case law relating to the role.
- Attend and participate in training as required.
- Effectively engage in supervision when required.
- Effectively engage in team meetings when required.
- Effectively engage in peer support discussion with members of Gaddum Advocacy team.
- Work towards relevant National Advocacy Qualifications if required.

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## Other duties

- To adhere to Gaddum Policies and Procedures.
- To be aware of personal safety and security when carrying out work.
- To promote the work of the Gaddum Advocacy and Gaddum
- To adhere to Gaddum's Safeguarding Adults policy and report any concerns regarding an individual's safety.
- To maintain privacy and confidentiality in line with Gaddum's policies and Procedures.

## Professional Requirements

- Evidence that you are treated as self-employed by HM Revenue & Customs
- An enhanced DBS clearance
- A valid certificate of Professional Liability Insurance
- Experience providing Advocacy Services.

## Location of Services

Service on behalf of Gaddum Advocacy will be across the Manchester Borough. Case Management meetings will be held with the relevant Gaddum Advocacy representative.

*All contractors are expected to work within relevant Gaddum policies and procedures.*

## How to apply

Please submit your CV and cover letter to [advocacy@gaddum.org.uk](mailto:advocacy@gaddum.org.uk)

For further information on the role, please contact our Advocacy Services Manager, Lily Huggins on 0161 834 6069.