

VACANCY: Project Officer – Criminal Justice (6 Months Fixed Term, 25 hours per week) – Lincoln Based

Lincolnshire Action Trust (LAT) is a registered charity that works with individuals who are in contact with the criminal justice system across Lincolnshire and surrounding areas. The main focus of our work is resettlement and rehabilitation including employability, accommodation, finance/debt and children and families. We support over 20,000 people each year.

We are excited to be involved in the Government's new Kickstart programme and we are delighted to offer the following opportunity as part of this Scheme. Kickstart was launched in 2020 in response to the economic impact of Covid-19, and is funded by the Department for Work and Pensions to enable employers to create part-time roles for young people on Universal Credit.

We believe the role offers valuable work experience and the chance to develop your career prospects whilst in role.

The Role:

Would you be interested in supporting individuals involved in the criminal justice system and their families under the supervision of an experienced practitioner? Do you have the ability to communicate effectively with others? Are you interested in advocating for others and helping them identify and respond to their own needs? Can you work your own initiative and keep accurate records? Are you aged 18 to 24? If so this position may be of interest to you.

This is a perfect opportunity to develop a range of interpersonal skills such as active listening, empathy, interviewing, explaining, summarising, teamworking and leading group working. You will learn about the role of criminal justice partners and about understanding the complex and multiple needs of others.

The role is based either within our Departure Lounge team at HMP Lincoln or within one of our community projects.

Benefits

In addition to working for a friendly and supportive employer, receiving important experience in key skills and valuable employment support sessions in topics such as CV writing and interview techniques, the role has the following benefits:

- We will offer the National Living Wage for the relevant age from April 2021 which is: £6.56 per hour for 18-20 years; £8.36 for 21 to 22 years and the National Living Wage of £8.91 for those 23 +
- Plus an 8% pension contribution - 6% employer/employee 2% via auto-enrolment
- 33 days annual leave per year including statutory holidays which will be pro rata for this post (11 days over the 6-month period)
- Access to an employee assistance programme.

The post is subject to completion of an Enhanced DBS and satisfactory references.

How Do I Apply?

To apply for this role please complete the application form provided.

NB: All applications are subject to a referral via your job coach. No other applications can be accepted including those from agencies.