

Join us

and make a difference to
people's lives as a

IPS Employment Specialist



About Calico Enterprise

We work with local schools, colleges and businesses to provide training, support and services which support local people to find work.

Our aim is to help people in our communities move towards training or jobs so they can live their best lives. We also help companies to build their workforce and create new job opportunities for younger people.

Calico Enterprise is part of the Calico Group. Here's what makes The Calico Group unique: each of our specialist companies collaborates and innovates together to have a greater impact than they could alone.

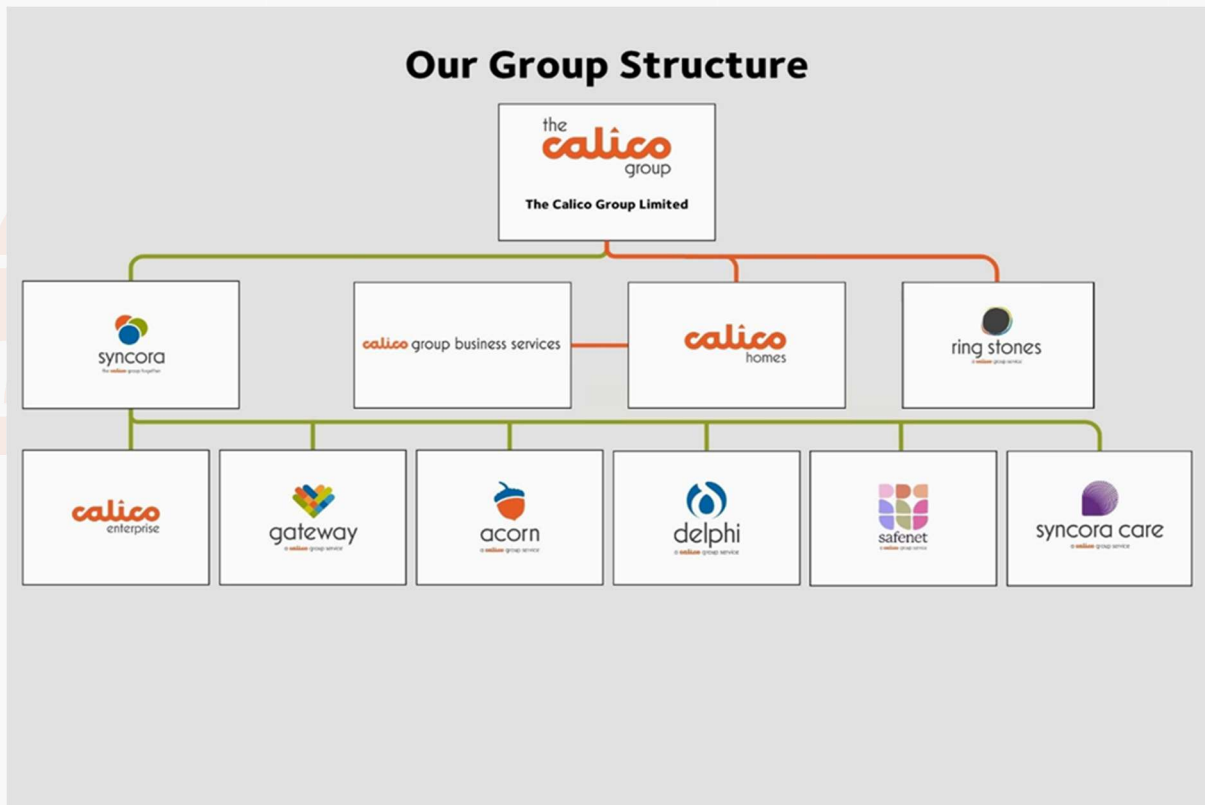
Our shared vision, flexible group structure, and expanding range of services help us adapt to the fast-changing environment and times in which we work.

"Through passion and a shared belief for positive change, we aspire to create skills and employment opportunities together with unique and innovative services that offer a bright future to people, places and local communities".

The Calico Group

Each part of The Calico Group has its own specialism, expertise and a track record of providing a complete community service in housing, healthcare, support, employability and construction.

Our Group Structure



Our Values

Our people are our greatest strength and it's only when they are engaged, and connected to our vision and our values, that we see the impact they have in our communities and on our customers' lives.



About Our Team

Founded in 2007, Calico Enterprise provides goods and services to meet the purpose of supporting vulnerable individuals with care and support, training and personal development, skills and employability opportunities along with delivery of a range of innovative Social Enterprises.

The Skills and Enterprise vision is that “through passion and a shared belief for positive change, we aspire to create skills and employment opportunities together with unique and innovative services that offer a bright future to people, places and local communities”.

About Your Role

Role:	IPS Employment Specialist
Responsible to:	IPS Senior Employment Specialist
Responsible for:	N/A
Business Area/Company:	Calico Enterprise

The Value Of This Role

You will manage a caseload of service users in structured treatment for drug and/ or alcohol use to assist them in securing sustainable paid employment in line with their preferences. You will deliver the Individual Placement and Support (IPS) approach (for which training will be given); providing person centred advice and guidance to service users, whilst building positive relationships with local employers to enable service users to move into suitable employment.

You will work as part of a community drug and alcohol treatment service, maintaining positive and integrated relationships, strengthening referral pathways and actively seeking new referrals fostering a holistic approach to recovery through employment.

How This Role Will Deliver Success

- Manage a caseload of around 25 service users in structured treatment for substance use supporting and motivating them to start/return to work.
- Deliver the Individual Placement and Support (IPS) approach for which training will be given.
- Meet and support service users to understand their key skills, aspirations and goals through completing a Vocational Profile and producing Action Plans to help them obtain and sustain competitive employment. This includes support with their job search, CV production, application forms, interview techniques, confidence building and career development.
- Assess service user support needs related to work which may include benefits/welfare advice, disclosure of addiction/recovery journey, mental health symptoms etc, and provide support & guidance.
- Attend weekly clinical team meetings as an embedded IPS practitioner.
- Source job opportunities for service users through tailored job search and regular weekly contact with local employers to explore hidden as well as advertised employment opportunities.
- Provide education and support to employers, as agreed with the individual, which may include negotiating adjustments, return to work strategy and on-going contact with the employer to ensure job retention.
- Build relationships with colleagues in clinical and recovery teams to engage and generate referrals and create collaborative working partnerships with clinical staff (promoting employment as a positive intervention in the recovery journey).
- Once employment has been secured continue to provide quality service through conducting regular visits, effective monitoring and in-work support to service users and employers to help sustain employment.

Activities Involved In This Role

- To build and maintain employer relationships and maintain employer engagement database.
- Arrange regular meetings with service users within the community to monitor and review progress pre- and post-employment.
- The confidence to approach employers and to identify 'hidden' vacancies within the labour market that meet individual Service User preferences.
- Spend time getting to know local employers, in order to negotiate job opportunities that meet each individual's strengths, needs, abilities and preferences.
- To challenge inequalities experienced by service users and address existing discrimination, whilst ensuring a process of learning for the organisation
- Work with employers to promote the service, identify job opportunities and ensure appropriate strategies are in place to reduce barriers in the workplace – this can include exploring 'job carving' i.e. carving small slices of work from the duties other staff do not have time to do.
- To develop effective working relationships with a range of external agencies who can help individuals to achieve their employment goals. This may include local colleges and training providers
- Build strong working relationships within the drug and alcohol service to ensure ongoing referrals, being proactive and continuously seeking new referrals
- Networking and promoting IPS at internal and external events

What You'll Need To Be Successful In This Role

	Essential:	Desirable:
Qualifications	Educated to a degree level or equivalent experience	Trained in IPS approach Level 3 Diploma in Employability Services Sector Qualification QCF in Advice & Guidance (Level 3)
Experience	Work flexible hours as required. Experience/understanding of working with people with substance use support needs,	Personal lived experience of recovery Previous experience of delivering a service using the IPS model is a bonus

	<p>or a similar client group within health, social services or the voluntary sector</p> <p>OR</p> <p>Experience working in employment services supporting people to obtain or keep work</p> <p>Experience of working with someone on a one-to-one basis</p> <p>Experience of managing multiple tasks at any one time</p> <p>Experience of working assertively to influence decision makers</p>	<p>Proven experience of meeting and exceeding outcomes and targets</p>
<p>Skills & Knowledge for This Role</p>	<p>An understanding of the employment needs, and challenges faced by people who experience labour market exclusion</p> <p>Developing a knowledge of a broad range of occupations and jobs</p> <p>Able to use IT and tools such as MS Word, PowerPoint and Excel</p> <p>Good motivational, communication and listening skills</p> <p>Outstanding interpersonal skills and ability to build rapport with a range of people</p> <p>Good organisational ability</p>	<p>N/A</p>

	<p>Natural ability to build close, trusting and productive relationships with people</p> <p>Team orientated and works collaboratively within a mixed-disciplinary team</p> <p>Ability to work independently and use initiative to develop and promote a service</p>	
<p>Essential Core Skills</p>	<p>Health & Safety Awareness All of our employees are required to work in a safe way, wear appropriate personal protective equipment (PPE), and keep themselves, other colleagues and customers safe. You will be expected to update your knowledge and skills on Health & Safety if successful in your application.</p> <p>Safeguarding We work with adults and children who may be 'at risk' and expect colleagues to work in a way which protects the people we support from harm. Our colleagues are expected to identify people 'at risk' and confidently report any Safeguarding concerns as appropriate within the service.</p> <p>Digital Across our services, we use a range of technology and systems and expect colleagues to use them effectively and safely following cybersecurity and data protection principles (UK GDPR). Full training on specific systems is provided but a willingness to learn and develop is essential.</p> <p>Equality, Diversity, and Inclusion (EDI) The Calico Group welcomes diversity and champions the rights of those in society who may be marginalised. Our employees are expected to be inclusive, embracing those from different backgrounds to develop a fairer society.</p>	

To succeed in any role within the Calico Group, candidates must show that their values and behaviours align with the organisation's principles. This alignment will be evaluated throughout the recruitment process.

The organisation is dedicated to safeguarding and promoting the well-being of adults, children, and young people. All employees and volunteers are expected to uphold this commitment and follow proper procedures to address any safeguarding concerns.