



Floating Support Officer

East Sussex Floating Support Service

Job Description

Ref: 1076

Key responsibilities

- Collaborating with clients to identify housing related support needs and ensuring clients are fully assessed within agreed timescales to achieve service targets.
- Complete comprehensive risk assessments and support plans, reviewing and updating as appropriate.
- Work with services and professionals within Housing, Health and Social Care, Probation Services, and other community programmes, referring as appropriate to other specialist services.
- Deliver support using a range of contact methods and respond to urgent support and higher risk clients/situations as appropriate.
- Forge partnerships and deliver empowering, client-centered support which encourages clients to maintain engagement with services.
- Support clients to explore all housing options, including the private sector, and provide practical support with managing a tenancy, access to work, volunteering, and educational opportunities.
- Attend training, development, and supervision meetings as required.
- Deliver small groupwork/workshop sessions using resources available by Groupwork Facilitators.
- Carry out all duties with due regard to Health and Safety and Safeguarding responsibilities, reporting any concerns in line with BHT Sussex policies and procedures.

Administration and Monitoring

- To make good and proper use of BHT Sussex's IT systems, to efficiently manage cases and record client and service outcomes on In-Form in line with internal procedures and GDPR and Data Protection Policy.
- To use the Service's manual and computerised systems consistently and to a high standard.
To contribute to reports as required.

Other Duties

- To participate fully and effectively within the team, contributing to a culture of continuous performance development and improvement.
- To actively uphold and promote BHT Sussex Equality and Diversity Policy in all respects by delivering and encouraging the highest standards of behaviour and practice.

Responsible To

- ESFSS Team Leaders and ESFSS Management



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No job description can cover every issue which may arise within the post at various times and the post holder is expected to carry out other duties from time to time which are broadly consistent with those in this document.

BHT Sussex is an equal opportunities employer using a fair and open recruitment process that fully complies with the requirements of the Equality Act 2010. We are committed to encouraging equality, equity, inclusion and diversity in the workplace. As an employer we are committed to promoting and supporting our people's social, physical and psychological health at work. Please let us know if you require any special arrangements or reasonable adjustments if called for interview.

This post is only open to individuals who have a current full UK driving licence and use of a vehicle as this is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.

The Floating Support Officer role includes Essential Car User Allowance which is paid at standard HMRC rates.