



# GUEST INTERN JOB DESCRIPTION

<b>Job Title</b>	Guest Intern
<b>Job Reference</b>	21GICC
<b>Reports to</b>	Assistant Project Manager
<b>Location</b>	City Centre Project
<b>Salary</b>	£9.50ph
<b>Hours</b>	25 hours per week
<b>Contract</b>	9 months (30 <sup>th</sup> Aug 2021 – 31 <sup>st</sup> May 2022)
<b>Probation Period</b>	1 month

## Position Summary

The vision of Glasgow City Mission is to see our city and its people flourish, where people are accepted and can experience real change in their lives. This post is under the direction of the Assistant Project Manager. The Guest Internship will include an SVQ in Health and Social care at the recommended level for each individual. Although the SVQ in Health and Social care is our most popular route we will also consider applicants with a desire to pursue a career in childcare, catering or media and will offer appropriate training or courses. A Guest Intern will be given a tailored timetable to give them appropriate experience across all three of our projects. Guest Interns will be expected to assist Project Staff in the delivery of our frontline services. Guest Interns will also participate in bible studies, church services and worship. Guest Interns will be linked with a partner church to further develop their experience. An overnight residential and a short mission trip will be included.

Applicants should be in sympathy with the Christian Ethos and values of Glasgow City Mission as detailed below.

This position relates to regulated work and will require membership of the PVG scheme.

## Main duties and responsibilities

- Assist Project Staff in the delivery of services in a variety of settings.
- Complete all written and practical work required for SVQ and/or other qualifications.
- Attend Guest Intern meetings and supervisions with Assistant Project Manager.
- To provide crisis intervention, advice and advocacy to guests as required.
- To undertake any training considered appropriate by the organisation and the demands of the post.
- Other duties commensurate with the post under direction of Assistant Project Manager.

## Education

N/A

## Experience

For an internship based in our city centre project and overnight welcome centre, knowledge of the key issues involved in homelessness and drug and alcohol misuse is desirable. For an internship based at our child and family centre, knowledge of the key issues faced by children and young people in areas of deprivation is desirable. Experience of volunteering in similar line of work is desirable.

## Skills and knowledge

- An ability to interact with diverse and challenging guests
- Knowledge of the key issues involved in the provision of services for people who are homeless and/or misuse of substances
- Ability to interact well with people from a variety of backgrounds

- Ability to work well within a team setting

#### Working Demands

Evening and weekend work will be required on a regular basis.

#### Package/Benefits

- Pay – £9.50ph
- 25 hour working week
- Set Holidays – 158hrs over 9months which includes public holidays

#### Ethos Statement and Organisational Values

The ethos of Glasgow City Mission is the motivation for all our work – it is the reason why we do what we do. It is to work together to extend Jesus' model of the Kingdom of God on earth by living out a lifestyle of love, truth, justice, mercy and forgiveness, according to his teaching. We are inspired by the message, life and example of Jesus through which God's unconditional love for all people is expressed. While this ethos is given life through our relationships, the way we work together and behave with one another, both demonstrate and authenticate our beliefs.

This is all rooted in our faith in Jesus Christ and in his love, which compels us to serve others, putting their needs first. When we work together, it is this faith, which directs and influences our internal relationships as well as our work with those who Glasgow City Mission is seeking to serve. In this way we operate on the understanding that our activities are simply an expression of our faith; that our "doing" derives directly from our "being". There is an essential and indissoluble link between the inner and the outer, the private life and the public face of Glasgow City Mission. The link between who we are and what we do cannot be broken.

#### Our values

- We treat each person as unique and valuable, created in the image of God
- We cherish deep and authentic community
- We welcome all with compassion and unconditional love

#### Our Commitment

Glasgow City Mission will ensure that you are given the support you require to undertake the above tasks, including regular supervision and support and an annual review of your performance with appropriate training and personal development input. Glasgow City Mission also commits to providing a safe environment for work. This job description will be reviewed on a regular basis and can be altered in consultation with your Manager

#### Application Instructions

Please send completed application form & current CV to [info@glasgowcitymission.com](mailto:info@glasgowcitymission.com) including the job reference: 21GICC by noon on Thursday 5<sup>th</sup> Aug 2021