

Role profile

Here's more about the job!

Role/s	Senior Personal Guidance Advisor * Personal Guidance Advisor	Date Prepared	January 2019
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Your Team

- The Youth Support Service provides a wide range of services to support young people to achieve their potential and personal social and economic success. Services include provision of youth work, Youth Participation, Development and provision of careers education, information, advice and guidance (CEIAG) and Engagement & Tracking.

Your Customers

- Young People aged 12 - 19 years old (up to 25 years who have LDD or are Care Leavers) across Central Bedfordshire
- Schools, Colleges and Training Providers
- Staff within the council
- Elected Members
- Service Supplier Networks
- Government agencies and departments

Your Role

- Deliver information, advice and guidance (IAG) and transition support to a caseload of young people with complex needs identifying needs and barriers to participation and achievement in Education, Employment or Training and developing an agreed action plan.
- Work with partners to help vulnerable young people remove barriers to reaching their potential and personal, social and economic success
- Provide line management/caseload supervision for Personal Guidance Advisors*
- Co-ordinate IAG services for those with complex needs, implementing quality assurance processes*
- You will hold relevant professional qualification & experience in delivering Careers/ IAG to young people who have complex needs

Health and Safety

Choose an item from the drop down. To another item, select + from the right hand side.

- Risk of verbal abuse.
- Risk of physical assault.
- Visual display - regular use.

Work Pattern

- Standard Monday to Friday with flexibility subject to business needs.

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Work Related Travel

- Regular.

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greatness

- work at Central
Bedfordshire Council

Bedfordshire



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