

# RECRUITMENT PACK: YOUNG PERSON'S SUPPORTED HOUSING OFFICER



This recruitment pack provides an overview of the role and what it's like to work at BACKUP. Applicants should also read the Job Description and Person Specification for full details of the duties, responsibilities and assessment criteria.

## BACKUP North West: Lucas Project

Help young people build the confidence, skills and stability they need to live independently.



Farnworth, Bolton



£29,431.68 plus 5% pension contribution and healthcare package



32 waking hours per week + 92 sleep-ins per year



Closing Date: 23:59 on Tuesday 20<sup>th</sup> October

Interviews: Thursday 29<sup>th</sup> October

At BACKUP, we believe no young person should experience homelessness. When they do, we're here to provide safe accommodation, practical support and opportunities to build a brighter future.

We're looking for 3 compassionate, resilient and motivated people to join our Lucas Project team, supporting young people aged 16–25 who are experiencing homelessness or at risk of homelessness.

This is more than a housing role. It's about building relationships, helping young people overcome barriers, celebrating progress and supporting them towards independence. Every conversation, every small step and every achievement can help a young person move closer to the future they want for themselves.

## Why this work matters



"It is a lifesaving organisation. I don't think I would be here if it wasn't for BACKUP."

"The staff were kind, supportive and always willing to help. I also felt safe and comfortable during my stay."

"The support staff impressed me because they were respectful, patient and always available when I needed help."

## Why Join BACKUP?

- Make a genuine difference to the lives of young people.
- Join an award-winning local charity and an Investors in People Gold employer.
- Work as part of a supportive and experienced team.
- Access training, development and opportunities to grow.
- No two days are the same.
- See the positive impact of your work every day.

## The Role

As a Supported Housing Officer, you'll work alongside young people to help them develop the skills, confidence and resilience needed for independent living.

### Key Responsibilities:

Supporting a young person to move into their first home.

Building the confidence, self-esteem and motivation, so a young person can set goals and plan for their future.

Helping someone prepare for education, training or employment.

Working through budgeting and tenancy skills.

Encouraging participation in positive activities and community opportunities, that support the development of social and communication skills..

Coordinating support with partner agencies.

Managing support plans and keeping records up to date.

Ensuring accommodation is safe, welcoming and well maintained.

The role combines relationship-based support with housing management responsibilities to ensure young people receive high-quality support and accommodation.

## About You

We're looking for people who:

- Believe in the potential of young people.
- Build positive, professional relationships.
- Remain calm and focused in challenging situations.
- Are organised and able to manage competing priorities.
- Have at least 2 GCSE, or equivalent, qualifications graded C or above in English and Maths.
- Share our values of...



You may already have experience in:

- Youth work
- Supported accommodation
- Residential care
- Community work
- Education
- Social care
- Housing services
- Other roles supporting young people to achieve positive outcomes

Experience working with young people is important, but equally important is your ability to connect with people, encourage progress and help others achieve their goals.

## Our Commitment

We are committed to creating an inclusive workplace and welcome applications from all sections of the community. We know that diverse teams strengthen our ability to support the diverse young people we work alongside every day.

If you're passionate about helping young people achieve independence and want to be part of a supportive team making a genuine difference, we'd love to hear from you!

## Interested?

Visit our [website](#) to find out more and download an application pack. Completed applications should be emailed to [business.support@backup-charity.org.uk](mailto:business.support@backup-charity.org.uk)