

## Not A Number is hiring a Reintegration Support Worker!

We are a "for-impact" organisation based in St Pierre. Through innovation, evidence-based research and a deep passion for making the world a safer place, we facilitate positive change in communities and the criminal justice sector.

Situated at [Unit 1A, Les Kocottes, Old Post Office Road, St Pierre.](#)

Duties are as follows:

### **General Responsibilities:**

- Working with prisoners prior to and after release to support and empower them in finding accommodation, education, employment or training and an offence free lifestyle.
- Establishing positive and professional relationships with prisoners in custody.
- Assisting with initial screening processes for resettlement cohorts.
- Conducting initial assessments with beneficiaries according to existing templates and standards.
- Collaboratively developing action plans with beneficiaries of the resettlement service, drawing on assessment documentations.
- Conducting 1:1 support sessions with beneficiaries to understand their needs, risks and barriers to reintegration, while providing support and guidance in relation to the action plans of the beneficiaries, i.e., identifying short and long term goals.
- Mentoring and supporting a caseload of clients pre and post release.
- Motivating and engaging clients as well as providing practical and emotional support.
- Encourage clients in their personal development to enable them to maintain a pro-social and non-offending lifestyle in the long-term.
- Building relationships and liaising with employers to ensure continuity of employment for each client.
- Supporting clients dealing with drug and alcohol problems and making referrals to other services as required.
- Maintaining case records and reporting on clients' progress as required.
- Maintaining a contact log and a case record for all clients, serving and released.
- Liaising as required and with clients' agreement with landlords, housing agencies, governmental agencies and other support services.
- Liaising with welfare officers and the family of detainees where necessary.
- Assisting with the delivery of the in-custody programme.

- Completing attendance registers/timesheets for 1:1 sessions and group workshops/training.
- Preparing and checking of training area, stationery, materials and equipment for group work sessions/training.
- Collating and confirming attendance registers and reference letters for masonry/other training.
- Supporting and implementing safeguarding and data protection measures as well as reporting throughout operational activities.
- Valuing equality of opportunity and diversity.
- Ensuring high quality of services and maintaining a professional approach that enhances the reputation of the NGO.
- Ensuring that work is conducted within the policy and procedural framework established, ensuring full up to date knowledge and understanding of policies, procedures and legislation at all times.

### **Workshop Delivery – Responsibilities:**

- Assisting with and delivering the Inspir Mwa workshops.
- Preparation and setup of delivery space, stationery, materials and equipment for IM workshops.
- Writing CVs and disclosure letters with the clients.
- Completing IM attendance registers.
- Disseminating and assisting with the completion of beneficiary feedback forms and worksheets.

### **Post-release Responsibilities:**

- Collaboratively planning for release day arrangements of beneficiaries and meeting at the gate where required as well as supporting with immediate resettlement needs.
- Providing intensive support as required on release; face-to-face and telephone including making referrals to support agencies as required as well as supporting clients in engaging with services.
- Providing support in attending interviews, negotiating with employers and starting work.
- Updating risk and needs assessments and action plans.
- Maintaining a supportive and motivating relationship with clients who are not in employment until they are job ready.

### **Health & Safety:**

- Working within guidelines to ensure the safety of clients and all Not A Number employees.
- Taking responsibility for the safe working of self and others as well as ensuring procedures around lone working are followed at all times.

We are currently looking for degree holders in:

BSc (Hons) Psychology

BSc (Hons) Sociology

BSc (Hons) Social Work Practice

Bachelor of Laws with Honours

BA (Hons) Law & Criminal Justice

Duration: Full time

Experience in one of the following areas is desirable: case management, motivational interviewing, careers advice, facilitating group workshops, working with detainees/ex-detainees, addiction counselling.

Remuneration: Rs 25,000 per month.

Working Days/ Time: From Monday to Friday- 8:30 a.m. to 4:30 p.m.

Send your CV and Motivation Letter on: [info@notanumber.ngo](mailto:info@notanumber.ngo)

By: **21<sup>st</sup> of June 2024**

Learn more on their company: <https://www.facebook.com/notanumber.ngo>;  
[www.notanumber.ngo](http://www.notanumber.ngo).