Project Worker
Stable Life – Job Description & Person Specification

Job Title: Project Worker
Location: Stable Life Wellbeing and Education Centre, Dryden Farm, Ashkirk, Selkirk, TD7 4NT
Responsible to: Service Manager
Hours: 30 hours per week
Salary : £14.45 per hour

Stable Life is a successful, highly respected charity based in the Scottish Borders. Our Wellbeing and Education Centre creates a dedicated space where young people and families can access wellbeing support, learning, skills development and positive pathways for the future, through our established equine-based programmes.

Alongside our charitable work, we offer a range of equine activities to the wider community. This provides valuable opportunities for people of all ages to engage with horses while generating income that contributes to the long-term sustainability of Stable Life and our work with young people and families.

The way we work at Stable Life is characterised by five strong and distinctive values:

- **Respect:** We will treat people with respect and consideration and provide our services without judging or discrimination.
- **Empower:** We seek to empower all those whom we work with, building self-esteem and providing opportunities to learn new skills.
- **Integrity:** We take responsibility & accountability for our actions and are open and transparent in all we do.
- **Collaborate:** We are committed to working in collaboration with one another, our partners, service users, volunteers, customers, and communities to achieve the best possible outcomes for our young people and families.
- **Excellence:** We deliver high-quality services to meet the expectations of our children, young people and families as well as our own personal and organizational aims.

Job Purpose
The Project Worker will deliver equine-assisted wellbeing sessions to young people and families using trauma-informed, relational and experiential approaches. The role supports young people to build confidence, emotional regulation, resilience and life skills through equine-assisted wellness and educational programmes.

The postholder will also act as an Assessor for Youth Achievement Awards and SQA Qualifications (e.g., Horse Care, Wellbeing), supporting learners to achieve recognised qualifications. Project Workers will contribute to the development of accredited learning pathways and will be trained as Internal Verifiers to support quality assurance.

Key Responsibilities

1. Equine Wellbeing Delivery

- Deliver group and 1:1 equine wellbeing sessions.
- Plan sessions based on referrals, assessments and individual needs.
- Support clients to engage meaningfully in decision-making.
- Maintain safe, supportive environments for all participants.

- Model trauma-informed, relational practice.
- Supervise junior staff and volunteers.

2. Case Management & Reporting

- Maintain accurate casework files and progress notes.
- Prepare reports for agencies and attend multi-agency meetings.
- Support monitoring and evaluation processes.
- Contribute to safeguarding documentation and risk assessments.

3. Accredited Learning Delivery & Assessment

- Deliver Youth Achievement Awards and SQA Qualifications (Horse Care, Wellbeing, and future accredited programmes).
- Act as an Assessor, ensuring evidence is gathered, recorded and verified in line with SQA standards.
- Support learners to build portfolios, complete tasks and meet assessment criteria.
- Work with the Service Manager to ensure compliance with SQA Centre policies.
- Contribute to internal verification processes and quality assurance.
- Support progression pathways for all learners.

4. Partnership Working

- Liaise with referring agencies, families and carers.
- Support Whole Family Support sessions where required.
- Contribute to multi-agency working and community engagement.

5. Team Contribution

- Participate in team meetings, supervision and case reviews.
- Contribute to service development and innovation.
- Work collaboratively with yard and programme teams.

6. Professional Practice

- Maintain confidentiality and professional boundaries.
- Attend statutory training including safeguarding.
- Uphold Stable Life's values and code of conduct.
- Engage in continuous professional development.

Additional Requirements

- Observe all Stable Life policies, including Health & Safety and Equality & Diversity.
- Work flexibly, including occasional evenings and weekends.
- Undertake Emergency First Aid Training and act as a First Aider.
- Participate in regular supervision.
- Willingness to assist in promoting and contributing to Stable Life's fundraising activities
- Undertake any additional duties as required by the Chief Executive or Board.

Person Specification

Experience

Essential

- Experience working with young people and families with vulnerabilities.
- Experience delivering group or 1:1 wellbeing, support or educational sessions.
- Competent and confident handling horses.
- Experience maintaining casework records and reporting.
- Experience working within multi-agency environments.

Desirable

- Experience delivering accredited learning (Youth Achievement Awards, SQA).
- Experience supervising staff and/or volunteers.
- Experience in community or voluntary sector work.

Qualifications / Training

Essential

- Good standard of education (English/Maths).
- HNC in Social Care, Youth Work, Education/SVQII or BACP Approved Qualification or equivalent experience.

Desirable

- Relevant Degree.
- Assessor qualification or willingness to work towards.
- Internal Verifier qualification or willingness to work towards.
- Equine qualifications or equivalent experience.

Knowledge & Skills

Essential

- Understanding of confidentiality, boundaries and safeguarding.
- Knowledge of issues affecting young people and families.
- Ability to build trusting relationships with young people and families.
- Ability to create safe, supportive environments.
- Strong organisational and communication skills.
- Ability to work independently and as part of a team.
- Good IT skills including Word, Excel and Outlook.

Desirable

- Knowledge of GIRFEC, SHANARRI, The Promise and Curriculum for Excellence.
- Understanding of equine-assisted learning or therapeutic approaches.

Personal Qualities

Essential

- Enthusiastic, committed and resilient.
- Commitment to Stable Life's values.
- Flexible and adaptable.
- Diplomatic and tactful handling of sensitive information.
- Strong interpersonal skills and ability to work as part of a team.
- Patient, observant and supportive.