

BSL Interpreter & d/Deaf RSHE Project Coordinator Role Description

Overview of the role

To undertake a variety of interpreting assignments, including the delivery of our exciting and dynamic Relationships and Sex Education project for d/Deaf young people and our new d/Deaf teacher training programme!

Main duties and responsibilities

- To adhere to the NRCPD code of conduct for Interpreters and School of Sexuality Education's Code of conduct for all staff;
- Make preparations before an assignment – searching for specialist vocabulary and finding out about the subject and the people involved;
- Listen carefully to, or watch, what is said or signed;
- Interpreting everything that is said or signed;
- To have awareness and understanding of Deaf culture and specific issues relating to the education of d/Deaf people;
- To advise the team, and schools on appropriate communication strategies when working with d/Deaf students / clients;
- Maintain a high standard of presentation whilst representing School of Sexuality Education;
- Attend any relevant training or meetings.

Delivering School of Sexuality Education programmes:

- Delivering d/Deaf RSE programmes in schools which are compliant with School of Sexuality Education's approach, policies and procedures, including Safeguarding;
- Acting as an ambassador for the charity during interactions with all external parties;
- Responding to queries from external parties in a timely, polite and effective manner;
- Collecting impact data on behalf of School of Sexuality Education.

Planning and preparation of School of Sexuality Education programmes:

- Preparing for programmes to ensure that they are delivered to the expected standard;
- Organising personal logistical matters such as travel and resources to ensure all sessions are delivered efficiently;

- Helping to plan workshops, and training in line with the School of Sexuality Education curriculum;
- Liaising with the relevant institution contact to arrange programme logistics;

Personal development and passion for RSE:

- Attending training and feedback sessions to reflect upon and develop personal practice;
- Staying abreast of the latest policy and research regarding relationships and sexuality education.
- Embodying our values - inclusivity, sex-positivity, being unembarrassable - and demonstrating commitment to our mission.

Safeguarding:

- We take our safeguarding responsibilities very seriously. All staff are expected to undergo an enhanced DBS check, and attend regular safeguarding training to ensure they develop the highest standard of safeguarding practice.
- All offers of employment at School of Sexuality Education are subject to safeguarding checks in line with our Safeguarding Policy.

Other general responsibilities:

- Operate as a flexible team player and provide a high level of customer service to schools and anyone connected with School of Sexuality Education;
- To be aware of, and comply with, all policies and procedures at School of Sexuality Education including health and safety, reporting any concerns to an appropriate person.
- To be aware of, and support, diversity and equal opportunities for all, appreciating and supporting the role of other professionals.
- To attend and participate in meetings and events as required.
- To undertake all other duties commensurate with the level of the post as required, to ensure the efficient and effective running of School of Sexuality Education.

Person Specification

Essential characteristics and experience

- **Working knowledge of the deaf community and culture**
- **Accurate and fast BSL skills**
- **A minimum of Signature Level 6 (NVQ) Certificate in BSL**
- **Passion:** we have big aims and are looking for those who share our desire to make Sex Education inclusive and comprehensive for the 21st century.

- **Inclusivity:** as an inter-sectional, feminist, non binary, sex positive and non-judgemental organisation, you must reflect and champion our values across all areas of the organisation.
- **Organisation:** ability to prioritise workload and manage time and resources effectively;
- **Resourcefulness:** we're a small, dedicated team - a willingness to stay solution-focused with last minute challenges is a must!
- **Young People:** experience in a school or youth organisation/working with young people.
- **Communication:** ability to positively engage with a wide range of stakeholders including young people, teachers, school leaders and guests.

Desirable knowledge/experience

- Knowledge of relationships and sex(uality) education;
- Knowledge of the UK education system;
- Experience in public speaking and presenting.

Location of events and travel

Due to the locations of the schools we work with, significant travel may be required to schools. Candidates must be able to travel to and from schools. The most appropriate form of transport (public transport or their own car) will depend on the location of the school. All travel expenses are covered. Occasional overnight stays may be required and are paid for by School of Sexuality Education.

The contract

This is a freelance role and the rate will be £150 a day for project work and £260 a day for interpreting days.

The post is initially until January 2025.

We are looking for someone available to start in May, with work for 4-8 days a month. All training will be provided.