



POST:	Support Worker (Autistic Adults & Parent Carers)
LOCATION:	BAYC & Venues in Birmingham
SALARY:	£15.07 ph (inclusive of 12.07% holiday pay)
HOURS:	Part-time 10 hrs per week (7 months fixed term with potential for extension)
Reports to:	WM Projects Manager
Direct Reports:	Sessional support workers and volunteers as relevant.
Flexible working:	This role requires regular out of hours working day time and evenings. No weekends required.

About Resources for Autism (RfA)

Since 1997 when we started as a small playgroup set up by parents dismayed at the lack of provision for their autistic children, Resources for Autism (RfA) has grown into a major deliverer of services and support in London and the West Midlands with a turnover of around £2.5m per year. Our mission is to support and enable autistic people to live happy and fulfilling lives. We want to change society's attitude to autism whilst also providing essential services and enriching opportunities to autistic people. We are a values-driven organisation which employs values-driven people who want to make a difference. Our values are: Inclusion, Creativity, Compassion, Courageousness and Expert. You will play a vital part in ensuring that we can resource and sustain this amazing work.

Our Services

All of our services across children and adults and parent/carers, mirror the wider organisational mission of providing safe, fun and meaningful support that enables personal development. We provide this support by ensuring our staff are skilfully trained, meet the highest safeguarding expectations and are encouraged to develop and upskill throughout their career with Resources for Autism.

The Role

To support the delivery of the **BSOL Branching Minds, RfA** mental health and wellbeing sessions for autistic adults & parent carers. The programme is in its 2nd year. We aim to deliver engaging and accessible sessions that promote self-understanding, resilience, and connection. Being mentally and physically healthy requires a holistic approach.

Understanding how autism may affect a person's ability to seek or communicate a health need effectively can significantly impact on reducing hospital admissions, readmissions and misdiagnosis. Knowing when, how and who to ask for help when you are unwell is not always easy. Combining preventative and self-care activities, education and guidance tools can promote confidence in those seeking care and for those delivering it.

Resources for Autism is part of the Birmingham and Solihull Mental Health Provider Collaborative

We are looking for a self-motivated individual with a desire to nurture positive mental health and wellbeing in groups and 1:1 if required. You will need to work closely with the Leader and be responsive to individual needs, whilst motivating the groups to engage and progress through the sessions.

Key Programmes to Deliver/Oversee (the groups and work specified below may change based on the needs and delivery)

- **Support the delivery of three in-person 12 week programmes** (you will work with 1 Leader and approx. 15 adults)— the groups is for autistic adults with low support needs; offering safe space to learn how autism may impact on one's mental health and wellbeing.
 - 1) Day time Autistic Adult Sessions of 2hrs in the afternoon @ BAYC – starting late September through to December then repeating this January through to March 2027 on Tuesdays
 - 2) 1 x Evening Session bi-weekly @ BAYC – starting early October through to the March 2027 on Tuesdays
 - 3) Parent Carer Wellbeing Sessions @ BAYC – running twice per month through from mid-September to March 2027 on Wednesdays.

Main Responsibilities:

- **Group Support:** Support the project lead to deliver groups activities and offer person centred support to individuals.
- **Outcomes framework:** capturing/ measuring impact (wellbeing, understanding how autism may impact on one's life, looking at mentoring and coaching pathways, encouraging accessing healthcare safely if/when required,); adhere to **entry/exit criteria** and **progression pathways**.
- **Triage:** With the project lead, Right person, right group: Intake calls and short needs assessments; eligibility checks; matching to relevant service.
- **Risk & safeguarding:** Support the leader with risk assessments for activities, , maintain boundaries, incident reporting, and accessible practice; escalate concerns; ensure psychologically safe spaces.
- **Proactive journeys:** Support the leader of the group to create progression plans with participants if appropriate (goals, timelines, milestones and signposting)
- Uphold and adhere to the values of RfA at all times
- Ensure there is always compliance with RfA's safeguarding policies and procedures
- All staff are expected to promote equality in the workplace and in our services
- Undertake any other duties asked of you that are commensurate with your grade

Person Specification

Skills and experience	Essential	Desirable
Previous experience working and supporting autistic		X

individuals who have lower–medium support needs, including managing varied communication and sensory profiles.		
Experience and knowledge of supporting individuals who are struggling with their well being and mental health	X	
Experience delivering structured group programmes for autistic adults.		X
Experience facilitating groups both independently and jointly with colleagues or volunteers.		X
Experience completing light-touch assessments, triage, or intake to ensure appropriate group placement.		X
Experience designing and delivering structured group programmes for autistic adults.		X
Strong facilitation skills, able to create safe, inclusive, empowering group environments.		X
Confident in supporting participants' progression through goal setting, motivation, and structured next steps.	X	
Excellent communication and interpersonal skills, including managing group dynamics and de-escalation.	X	
Strong organisational skills, able to manage data, records, reporting, and digital tools effectively.	X	
Solid understanding of autism, neurodiversity, masking, sensory differences, mental health and wellbeing as well as the autistic adult experiences.	X	

Knowledge of neuro-affirming practice and strengths-based, anti-coercive approaches.	X	
Understanding of adult safeguarding, boundaries, and creating psychologically safe spaces.	X	
Awareness of signs of distress, burnout, or dysregulation and how to respond appropriately.	X	
Transferrable qualifications in health, social care, youth work or a similar profession.		X
A commitment to ongoing professional development related to autism, facilitation, or adult support.	X	
Emotionally intelligent and calm under pressure, able to support varied emotional states. Reflective, self-aware, and open to learning through feedback and supervision.	X	
Standard skills expected of all staff		
Excellent communication skills (written and verbal) adaptable to different populations including: colleagues, external professionals, service users, families, volunteers, donors	X	
Strong organisational and prioritisation skills	X	
Committed to equality, diversity, and reducing inequalities	X	
Good understanding of Safeguarding	X	
IT skills: proficient with Office 365	X	
Self-starter and able to work independently, using own initiative	X	

Non-judgemental, compassionate	X	
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Confidentiality and Safeguarding

You will have access to confidential information concerning families and other service users and will be required to maintain confidentiality at all times.

All staff have the following safeguarding responsibilities:

- Promote and uphold the safety, wellbeing and dignity of children, young people and vulnerable adults whose information is held by the organisation.
- Comply at all times with the organisation's safeguarding, confidentiality and data protection policies and procedures.
- Maintain appropriate professional boundaries and ensure that all sensitive and confidential information is handled securely and responsibly.
- Identify and respond appropriately to any safeguarding or welfare concerns arising from records or information accessed, reporting concerns promptly in accordance with organisational procedures.
- Carry out duties in a manner that minimises risk, particularly when accessing, handling, scanning and storing confidential records.
- Contribute to a safeguarding culture in which concerns are appropriately shared, listened to and acted upon.

Staff Benefits

90% of our staff say that Resources for Autism is "a great place to work".

Not only will the work you do ensure we are making vital differences and inspiring others, but our other benefits also include:

- flexible working patterns with the option to work in a hybrid way (only available for some roles)
- 25 days of leave (pro rata for part time roles) each year plus 8 bank holidays and an additional 3 Celebration days that could be used between Christmas and new year, but may be used for other religious days or significant days such as your birthday
- access to ongoing training and progress in the areas that interest you
- access to our wellbeing initiatives and an Employee Assistance Programme
- enrolment on to our pension scheme
- a supportive, warm and fun working environment made up of values driven people who are passionate about changing the world for autistic people

Application process:

In order that we adhere to Safer Recruitment processes, all applicants are required to complete an application form which must include your **full** employment history with clear details, any gaps in employment need to be outlined and explained. You are also required to provide details of your full education history.

Regulated activity roles statement (anyone working directly with children or vulnerable adults such as support workers, group leaders): This role is exempt from the Rehabilitation of Offenders Act 1974. **All applicants** will be subject to an Enhanced Disclosure and Barring Service (DBS) check, including a check of the relevant Barred List(s), in line with DBS eligibility criteria and the DBS Code of Practice.

Non-Regulated roles with some service user contact (e.g. project staff, regular scheme visitors, fundraising roles). This role is exempt from the Rehabilitation of Offenders Act 1974. The **successful applicant** will be subject to an Enhanced Disclosure and Barring Service (DBS) check in line with DBS eligibility criteria and the DBS Code of Practice. This role does not include regulated activity and therefore is not eligible for a Barred List check.

Office / Administrative Roles will have access to sensitive information, occasional site visits, non-regulated activity. This role may involve access to sensitive information relating to children, young people and adults at risk. In line with our safeguarding commitment and following a role-based risk assessment, the **successful applicant** will be required to undergo a Disclosure and Barring Service (DBS) check appropriate to the level of eligibility for the post.

In your personal statement we would like to see how you feel you meet the person specification and the requirements/responsibilities of the role.

If for any reason, such as due to accessibility, you feel completing an application form will present a challenge, you can contact us via the below email and we may explore other options with you.

To discuss the role informally or if you need to contact us you can contact the HR team via recruitment@resourcesforautism.org.uk

We particularly welcome applications from global majority candidates, LGBTQIA+ candidates and disabled candidates, because we would like to increase the representation of these groups at Resources for Autism. We want to do this because we know greater diversity will lead to even greater results for our community.

As you would expect, we are a neuro-affirming employer, with a strengths and rights based approach to neurodiversity which affirms neurodivergent identity – we don't want to "fix" or "cure" autism, and we don't see it as a "disability" however we do recognise it can be "disabling". We are working to improve the ways in which we recruit and support neurodiverse employees and those with lived experience of neurodiversity.

RfA is a Disability Confidant employer and candidates who meet the minimum essential criteria, that have a disability will be guaranteed an interview.

Deadline for applications: 29th July 2026

Interviews: w/c 3rd August 2026