

JOB DESCRIPTION AND PERSON SPECIFICATION

POST TITLE	RESTORATIVE TRAINER
ROLE:	To deliver restorative approaches and aligned training
DAILY RATE	£200 - £250 Rate depends on the type of work and relevant specialist experience and/or qualifications
CONTRACT	Freelance Arrangement

This post requires flexibility and capacity to achieve the overall aims and objectives of the organisation. We achieve this by working with restorative and cooperative principles and values. This includes treating everyone fairly, being open and honest, offering and receiving high support and high challenge, working in partnership, and changing to improve. It is vital that every member of staff understands and models restorative and cooperative values and behaviours.

KEY RESPONSIBILITIES

Operations and delivery

1. Deliver high-quality training sessions, virtual and/or in person.
2. Prepare for training sessions to ensure resources are tailored to meet our clients' needs.
3. Be able to adapt delivery methods to suit diverse learning needs.
4. Be able to facilitate group discussions, exercises, and activities that encourage active participation and engagement.
5. Manage learning environments effectively to ensure inclusivity and professionalism.
6. Be responsible for recording, monitoring, and evaluating training activity.
7. Provide and receive constructive feedback to maintain and improve quality standards.
8. Ensure best practices guidelines are followed and disseminated across the organisation, with specific attention to Restorative Justice Council standards and quality marks.

9. Maintain up-to-date knowledge of restorative approaches and relevant industry practices.
10. Ensure compliance with health, safety, safeguarding, and data protection policies during all training activities.
11. Represent the organisation professionally and uphold our values and reputation.

Governance

1. Reporting to your Line Manager on areas of responsibility described above.
2. Collaborating closely with the Client Relationships Director, and Business Director for practice operational tasking issues, and the Chief Executive for strategic matters.

Business Development

1. To contribute to the development of best practices, resources, and materials suitable for diverse client needs including online
2. To support colleagues in reviewing and implementing appropriate training related processes.

GENERIC ROLES

1. To be a role model at all times, modelling restorative approaches.
2. To model co-operative principles by taking initiative as an equal member of the W.R.A.P. community.
3. Taking ownership and responsibility for relationships, collaboration with team and members, decision making and business growth.
4. To represent W.R.A.P. with external agencies as required in the performance of duties or as required by business need and development.
5. To be involved in continually reviewing, evaluating, improving, and optimising the effectiveness and efficiency of service delivery.
6. To adhere to all policies, health and safety, and security measures following statutory and organisation requirements.
7. To be willing to travel to deliver our work, with occasional overnight stays and weekend travel as required (with advanced notice).
8. The postholder will be required to have a clean driver's license and have access

to a vehicle.

PERSON SPECIFICATION AND JOB COMPETENCIES

Experience

Essential	Desirable
Working restoratively	Whole restorative organisation experience
Restorative Trainer trained by an RJC - approved provider	Both restorative training and practice relevant experience
Experienced Trainer/Facilitator/Teacher both face-to-face and online	Teaching or teaching support/ training qualifications and experience
Experience of restorative working in one or more of W.R.A.P.'s five main sectors: <ul style="list-style-type: none"> • Education • Families • Communities including housing • Criminal justice • Business 	Experience and qualifications in one or more of the following: - <ul style="list-style-type: none"> • Prison/ secure unit contexts • Housing services including hostels • Family/parenting interventions • Relevant therapeutic services • Supervision and/ or mentoring
Working to Restorative Justice Council quality marks and standards	RJC Accredited Trainer or Practitioner
Experience of partnership working, stakeholder liaison and effective signposting	Working to recognised professional standards in a relevant field Experience of innovation and contributing to/ leading project development
Experience of working with diverse communities and a commitment to inclusive practices	Training and experience in working consciously with equality, diversity, and inclusion as core values Experience of working within anti racist projects and programmes with a restorative dimension
Confidence and competence in use of digital systems and an interest to keep learning digitally	Experience of content creation and/or delivery for online training

Qualifications

Essential	Desirable
A relevant training/teaching/facilitation qualification	A degree or qualification equivalent to a minimum of level 6 in a relevant subject Management/ leadership qualifications
Relevant restorative training and practice qualifications from an RJC registered provider	Both a trained restorative trainer and experienced practitioner
Accredited courses in restorative training or practice	Delivery of accredited courses in restorative training or practice
Safeguarding training and experience	Qualifications and experience in managing safeguarding procedures in complex cases
Evidence of continual professional development	Evidence of CPD in restorative work
GCSE Maths and English	Equivalent IT training and qualifications Management and leadership qualifications Research/ evaluation/ reporting skills and experience

Skills/ Attributes

Essential	Desirable
Highly motivated, dynamic, and enthusiastic	Innovative and creative
Excellent interpersonal and communication skills	The ability to speak or the willingness to learn Welsh
Restorative values and skills	Experience of modelling restorative principles and values in the workplace, as well as with clients
The ability to work flexibly, effectively and meet deadlines	Previous experience of working flexibly
Establish, develop, and maintain effective and restorative working relationships with all colleagues and clients	Management or leadership skills and experience
Ability to set and prioritise own	Experience of self-managing diverse

objectives	projects and activities
Excellent organisational skills	Experience and competence in using digital systems to organise work
Ability to work to and report on organisation quality standards to ensure high quality	Experience of working towards any of the RJC registrations
Proficient in all key IT packages including Outlook, Excel, and Word	Experience in using digital applications including social media and AI for content creation and delivery
Strong commitment to a positive culture of continuous improvement	Experience of using restorative skills to embed workplace culture
Ability to lead with and encourage initiative	Experience of leading a project, teams of organisation