



COMPASS
INTERNSHIP



Catch22 Compass

Internship Handbook



catch
22

CONTENTS

About Catch22.....	4
Catch22 COMPASS Internships.....	4
Why Complete an Internship with us?.....	5
Valuable Internship Programme Additions.....	6
Timetable of Activities.....	7
Internship Job Descriptions.....	9
Interventions Team.....	10
Gangs and Violence Reduction Services.....	16
Commissioned Rehabilitative Services.....	18
Personal Wellbeing London.....	18
Personal Wellbeing South and Central England.....	18
Finance, Benefit and Debt.....	19
Dependency and Recovery.....	19
Victim Services.....	24
Leicestershire Victim First.....	24
Hertfordshire Beacon.....	26
Greater Manchester Victim Services.....	27
Young Londoners Victim Service.....	29
Norfolk and Suffolk Victim Services.....	31
Catch22 Colleges.....	33
Merton Risk and Resilience Service.....	48
Lighthouse Pedagogy Trust.....	50
Case Studies and Quotes.....	52
FAQs.....	53
How to apply.....	54
Relevant Information.....	55

About Catch22

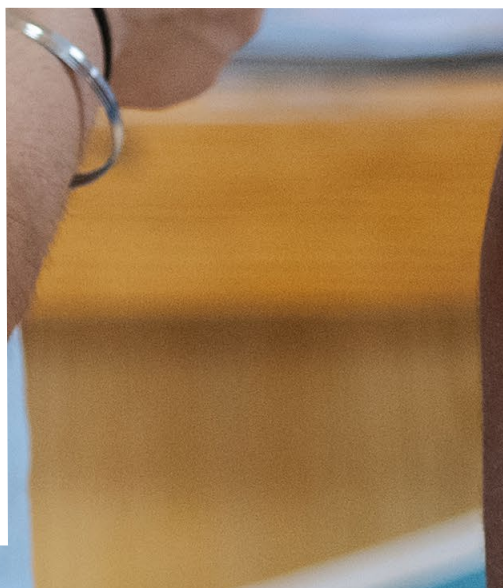
Catch22 is a social business: a not-for-profit business with a social mission. For over 200 years we have designed and delivered services that build resilience and aspiration in people and communities. There are three directorates: Justice and Education, Young People and Families, and Employment and Skills. We work with local authorities and other commissioners to deliver more than 120 public services that meet local needs and support individuals within our communities.

Our vision is a strong society where everyone has a good place to live, a purpose and good people around them.

We believe that access to these three basic things (which we call our 3Ps) is fundamental to transforming lives and communities. All Catch22 services deliver at least one – and often all three- of these outcomes.

In one year, our teams made a difference in so many communities.

- The Catch22 family touched the lives of more than 140,000 people across 100+ services.
- 97% of people supported by our Young People and Families team reported that they felt safer as a result.
- Our Justice Services worked with 45,000 people across its services.
- Across our Employability provision, 64% of the individuals that we supported into work sustained that outcome for at least six months.



Catch22 COMPASS Internship

COMPASS is a unique program designed to recruit and nurture university students from a range of disciplines and backgrounds, providing valuable hands-on experience and a springboard for future careers. These internships all vary greatly in their day-to-day activities, time commitments and geographical locations. Nonetheless, we believe they are all incredibly rewarding.

The following pages will provide detailed information about the different internship opportunities available, so please read them carefully. If any additional questions arise about any of the internships, please contact our Academic Partnerships Lead: jody.audley@catch-22.org.uk

Why Complete an Internship with us?

Catch22 recognises the importance of an internship that is mutually beneficial – we want it to be as useful for you as it is for us. Whilst we believe that the work we do speaks for itself, we want to delineate the benefits of completing an internship with Catch22:

- **Develop a Professional Skill Set** Students will gain an insight into how public services are delivered to address needs and reduce risk.
- **Project Work** Participate in small-scale projects that contribute to the service's goals. Students will also be set SMART objectives to perform against and achieve.

Students will be supported via:

- **Monthly Check-ins** Regular check-ins with your coordinator to discuss progress, receive feedback, and address any concerns.
- **Training Sessions** Internal opportunities to develop skills and knowledge relevant to the internship throughout to promote continuous personal development.
- **Access to Professional and Accredited Training** students can enrol onto trainings that are delivered by reputable external organisations, enabling them to complete the internship with accredited trainings under their belt.
- **Shadowing Opportunities** Observe professionals within a variety of service areas.
- **Mid-Program Review** A formal review to discuss progress, identify areas for development, and set goals for the remainder of the internship.
- **Professional References** upon completion of an internship, Catch22 can give an honest and reflective reference when you are applying for employment.
- **Reflections and Next Steps** A reflection on your experience, including accomplishments, skills gained, and future aspirations.
- **Service Visits** Students will have the opportunity to attend service visits in different services across Catch22's three directorates: Justice and Education, Young People and Families, and Employability and Skills.

Valuable Internship Programme Additions

- **Welcome induction** at the start of the internship, hosted by Catch22's Academic Partnerships Lead. The purpose is for students to meet one another, discuss the different Catch22 services, our values and what to expect in your day-to-day.
- **Monthly webinars** hosted by different members of staff from Catch22 for students to learn about the different areas and ask questions. The members of staff vary from frontline practitioners to senior leadership, from our business development teams to Directors, to discuss their own university and career path, explain their role in the company, and answer questions.
- **Travel reimbursement** Catch22 cover all travel costs the student may incur.
- **Guaranteed interview** for any entry level role upon completion of internship.
- **Employability Support** helping the student become 'job ready' by providing them with bespoke access to Catch22's employability workshops, helping them to develop skills in CV writing, interviewing, utilising LinkedIn, and much more!
- **Graduation ceremony** for all students to come together at the end of the internship, be awarded their certificates, and celebrate their achievements!
- **Post-Internship Alumni** you will continue to be invited to Catch22 events even after you have completed your internship, and we will continue to support you in your post-graduate endeavours where possible.



Timetable of Activities

Pre-internship commencement

**September-
January**

Catch22 distributes information on available placements for the following academic year through sharing handbook with academic partners and attending online and in-person university events. Academics will also promote the internship to prospective students.

**October-
January**

Applications window open.

January

Applications close and interviewing takes place.

**February-
August**

Onboarding takes place in preparation of internship commencement – DBS checks, vetting, IT accounts, Catch22 IDs, induction timetables, etc.

Post-internship commencement

**Late August/
Early
September**

Welcome induction meeting – students attend half-day meeting with all other students to meet one another and learn about Catch22 services, values, expectations, and other relevant information so students feel prepared to start their internships.

September

Internships begin. Students are provided with their laptop (if needed) and set up with an induction timetable in which they complete training and shadow staff to become familiar with the role and the service.

October

Commencement of monthly webinars and monthly meetings with Academic Partnerships Lead. Also, a welcome induction to the Senior Leadership Team.

December

Christmas and New Year break

January

Mid-way check in with Academic Partnerships Lead. Discuss reflections of placement so far and next steps for the next half of the placement

February/ March

Service visits to various Catch22 services (subject to their availability)

- Foreign National Service, HMP Wandsworth
- Offender Management Unit, HMP Thameside
- Victim Services – Hertfordshire, Leicestershire or Manchester
- Commissioned Rehabilitative Services London – Personal well-being, Finance, Benefit and Debt and Dependency and Recovery
- Youth 2 Adult Hub Newham

May/ June

InspirED takes place – an opportunity to attend events hosted by staff across the entire organisation so you can learn more about the different work taking place and network with many members of staff.

July

Graduation ceremony! An opportunity for all students to meet, be presented with certificates and reflect on all of the wonderful achievements across the year.





Internship Job Descriptions

This next section provides job descriptions for every internship role available across the different Catch22 services. They provide a breakdown of the service itself, as well as detail on the role, responsibilities and processes. Please read each one carefully, as they contain bespoke information about each internship's onboarding process, time commitment and roles and responsibilities.

Interventions Team

Catch22's intervention offering is designed to support rehabilitation through positive psychological discourse to encourage wellbeing. We provide person-centred, holistic interventions that aim to be inclusive, compassionate, and responsive to needs. We aim to reduce barriers to access and engagement, promote equality and diversity, and improve wellbeing outcomes for individuals and communities.

Our work is grounded within a well-researched and implemented evidence base. The effectiveness and impact of our interventions is regularly monitored, assessed and managed through a range of methods to drive performance and challenge our thinking.

Student Research Assistant

Line Manager: Academic Partnerships Lead

Location: Remote, but with the opportunity to travel to services across the UK

Type of internship: unpaid

Length of internship: 2 days a week minimum for up to 6 months

Start date: September, or earlier subject to availability

Target students: anyone interested in intervention curation and delivery within the criminal justice system

In this role you will work closely with the Academic Partnerships Lead to support with research to underpin our intervention offer and delivery. You will work to ensure the sessions delivered to service users across the criminal justice landscape at Catch22 are underpinned by evidence, as well as being developed and delivered to the highest standard based on empirical understanding.

About the Role

Roles and responsibilities include, but are not limited to:

- Support the Academic Partnerships Lead in conducting literature reviews to underpin our intervention delivery and evaluate our current intervention offer
- Produce research to support the development of new interventions
- Conduct presentations on findings from research that is accessible and engaging for Catch22 staff and stakeholders
- Lead on wider research to support other areas of the organisation with building an evidence base, or contributing to business development, using own initiative and passions
- Drive academic engagement through finding opportunities for Catch22 to reach a wider cohort of academics and students
- Lead on data analysis within the interventions team to capture intervention impact and use this data to suggest gaps in our current offer which will contribute to continuous development
- Insight into the wider Catch22 initiative working with other research and development officers

Skills Gained



Research skills



Data synthesis and analysis



Communication and presentation skills



Taking initiative



Resilience



Teamwork

Student Inclusion Assistant

Line Manager: Inclusion Lead

Location: Remote, but with the opportunity to travel to services across the UK

Type of internship: unpaid

Length of internship: 2 days a week minimum for up to 6 months

Start date: September, or earlier subject to availability

Target students: anyone interested in intervention curation and delivery within the criminal justice system

Are you passionate about inclusion and making a real difference? Want to gain hands-on experience in an interventions team that works to support diverse needs? We are looking for a Student Placement Volunteer to get involved in a range of inclusion-based projects—helping to shape meaningful change while developing your skills in a professional setting.

About the Role

Roles and responsibilities include, but are not limited to:

- Supporting various inclusion-focused initiatives based within Commissioned Rehabilitative Services/Justice
- Developing training initiatives and resources across different protected characteristic groups such as young adults, neurodiversity, and much more
- Assisting with research, planning, and delivery of projects aimed at improving accessibility, diversity, and equitable opportunities
- Working alongside the Interventions Team, Inclusion Lead and the CRS Inclusion Development Groups to provide practical support, whether that is helping with workshops, creating resources, or gathering feedback
- Shadowing Equity, Diversity and Inclusion forums
- Analysing and synthesising inclusion data
- Project management of development groups to drive engagement and best practice
- Bringing fresh ideas and perspectives to help us develop innovative approaches to inclusion



Skills Gained



Communication and teamwork skills



Understanding of inclusion processes



Confidence managing and leading meetings, forums, and group sessions



Professional level of understanding of different protected characteristics and inclusion requirements within an organisation



Student Interventions Assistant

Line Manager: Interventions Lead

Location: Remote, but with the opportunity to travel to services across the UK

Type of internship: unpaid

Length of internship: 2 days a week minimum for up to 6 months

Start date: September, or earlier subject to availability

Target students: anyone interested in intervention curation and delivery within the criminal justice system

In this role, you will work closely with the Interventions Lead to support the development, delivery, and quality assurance of Catch22's Commissioned Rehabilitative Service (CRS) interventions offer. You will play a vital part in ensuring that the interventions provided to service users are not only engaging and effective but also meet the contractual standards set out by external stakeholders. Your contributions will drive the ongoing improvement of our service, ensuring that materials remain of high quality and that practitioners are fully supported in their delivery.

About the Role

Roles and responsibilities include, but are not limited to:

- Assisting with the development of intervention materials to ensure they are engaging, effective, and aligned with Catch22's Commissioned Rehabilitative Services contract objectives and meet National Intervention Framework (NFI) principles
- Supporting quality assurance by gathering feedback through focus groups, interviews and observations to identify areas for improvement
- Work closely with the Academic Partnerships team to enhance current interventions and help create new materials based on research and empirical evidence
- Enhance the visibility of the intervention space by delivering clear and engaging presentations detailing updates for Catch22 staff and additional stakeholders
- Assist with data collection to assess the impact of interventions, identify gaps, and contribute to ongoing development
- Provide administrative and logistical support, including maintaining records, assisting with training, and supporting any additional tasks as required



Skills Gained



Data synthesis and analysis



Compliance and governance



Intervention design and content creation



Communication and presentation



Organisation and end to end project coordination



Collaboration



Adaptability



Initiative



Gangs and Violence Reduction

Student Research and Training Assistant

Line Manager: Gangs and Violence Reduction Training Lead

Location: Remote

Type of placement: unpaid

Length of placement: 2 days a week minimum for at least 6 months

Start date: September, or earlier subject to availability

Target students: anyone interested in research around gangs and violence reduction and/or interested in developing and facilitating staff training

Our services work in prisons and the community to reduce the risk posed by gang-involved individuals and, ultimately, reduce the number of violent incidents.

Within prisons, we deliver targeted, adapted interventions to promote an understanding of community issues and how these issues may impact a custodial setting. We support prison management by reducing the risk posed by gang-involved prisoners, so that violent incidents are prevented. By offering alternatives to the supposed security and status offered by gang involvement, our strategy is more effective than the “suppression only” approach used in many prisons.

We also work within the community, using an end-to-end approach to work with individuals, families, schools, custodial estates and communities to reduce gang involvement and its effects. Our work targets and builds on service user strengths, to prevent them from becoming involved in gangs, and provides a range of interventions for gang-involved young people to support them to exit.



About the Role

In this placement, support our accredited Gangs and Violence Reduction Training Lead to inform, develop and create trainings to support internal staff and external organisations to effectively support individuals that are at risk of entering a gang.

- Lead on conducting research to support the training being provided
- Stay informed on up-to-date research into gangs and violence reduction to support with further understanding of concepts across the training offer
- Pull together and distribute headline sheets for the training sessions
- Use your expertise and knowledge of the field to propose and co-develop new trainings around gangs and violence reduction in line with CPD processes
- Potential to co-deliver the training session to clients
- Opportunity to take part in additional training and service visits applicable to Psychology, Criminology, Intervention, The Criminal Justice System, Inclusion and Diversity.

Skills Gained



Research skills



Independent working



Creativity and innovation



Facilitation and presentation

Commissioned Rehabilitative Services

Catch22's Commissioned Rehabilitative Services encompass three contracts: Personal Wellbeing; Finance, Benefit and Debt; Dependency and Recovery. These contracts are aimed at addressing variables which can inhibit the rehabilitation of those previously involved in the criminal justice system, and contribute to potential recidivism and consequent reincarceration. All three of these contracts can offer rewarding and interesting student internships.

Personal Wellbeing Services

Working with men aged 18+ who are subject to probation supervision following a prison sentence, to support effective community integration and well-being. We deliver a holistic service, which is designed to address a range of frequently occurring rehabilitative needs all linked to personal well-being including emotional well-being, family and significant others, lifestyle and associates and social inclusion.

Support is provided using an individualised approach which focuses on establishing high-quality relationships with each service user, leading to the creation of a personal action plan with agreed goals to work towards, relevant to their particular needs.

Personal Wellbeing is the largest of the three contracts, and operates across the country. Further detail can be found below on which areas of the country personal wellbeing operates in.

Finance, Benefit and Debt

Finance, benefit and debt issues are entangled with many other key factors that increase re-offending, and prison leavers are more likely than others to face financial problems when rejoining society. The Finance, Benefit and Debt service reduces the risk of re-offending for service users subject to probation supervision in London, by tackling these factors.

A range of approaches are used including direct delivery of interventions in one-to-one or group sessions, support and advocacy, and advice and guidance. Interventions are tailored to reflect the complexity of an individual service user's needs. A final report is produced to reflect the service user's progress through their time with the service.

Finance, Benefit and Debt is based in London only.



Dependency and Recovery

Supporting young adult males, aged 18-25, who are on probation and require support addressing their dependency issues working towards recovery.

Our service users work with a Recovery Practitioner who will make sure they are accessing the appropriate dependency and substance misuse treatment while providing additional support and guidance towards their recovery.

Our service is designed to consider the challenges young adults face and work towards building their resistance to peer influence, developing their self-sufficiency, and increasing their ability to focus on their future goals. Our approach aims to meet the needs of those service users whose dependency on substances often co-occur alongside other mental illnesses and other complex needs.

Dependency and Recovery is based in London only.



Student Wellbeing Practitioner – South and Central England

- Location: Positions available in the following locations
- Thames Valley: Head office in Oxford
- Hampshire and the Isle of Wight: Head office in Southampton
- Dorset: Head office in Poole
- Gloucestershire: Head office in Gloucester
- Wiltshire: Head office in Swindon
- Avon and Somerset: Head office in Bristol
- Devon and Cornwall: Head office in Plymouth

Type of internship: unpaid

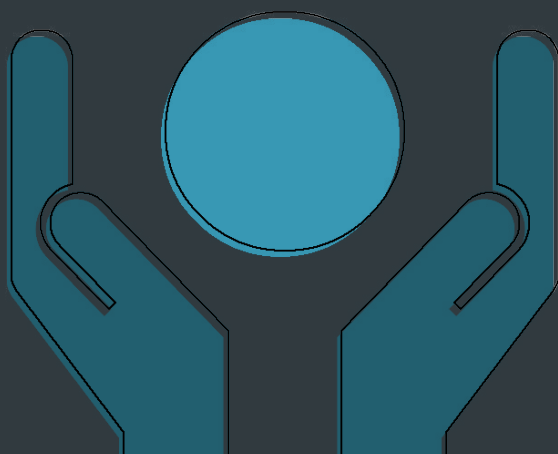
Length of internship: 3 days a week minimum for up to 6 months

Start date: September, or earlier subject to availability

Target students: Any student interested in rehabilitation within the criminal justice system.

About the Role:

- Induction in which we create a goal strategy of what you want to achieve by the end of your internship. Provide a tour of their dedicated hub and walk them through the different hubs. Provide them with information on the shadowing opportunities within the Commissioned Rehabilitative Services and wider justice
- Shadowing Frontline Practitioners sitting in on 1-1 interventions with frontline practitioners and their service users; co-facilitating group sessions; supporting frontline practitioners with writing up feedback from the 1-1 and group sessions; supporting with service user check-in phone calls; supporting with the curation of intervention action plans; write case studies to be used for impact statistics
- Supporting with Group Work and Delivery Co-ordinate group session schedules; manage attendance from service users; co-facilitate group sessions; write up feedback
- Develop Relevant Resources design and distribute useful wellbeing-related tools that can be used by service users and staff
- Developing ways to share Magic Moments discovering creative ways to share positive moments with service users to internal staff and external stakeholders, such as through posters, case studies, or newsletters. There is also opportunity to support with voice recording service user feedback
- Stakeholder and Engagement referrals Support the team with creating and delivering presentations about Catch22 to probation officers and Prison officers. Gain skills in presenting to larger groups and insight into the functionality of probation and prison, by speaking to the staff first-hand
- Access to an array of internal and external training opportunities with lived experience and subject matter experts
- Develop insight into different working groups and tap into organisational connectivity
- Gain knowledge on the procedures and insights of Catch22's services within Justice



Skills Gained



Frontline work experience



Admin skills



Group facilitation skills



Teamwork skills



Resilience



Student Wellbeing Practitioner, London Student Financial Wellbeing Advisor, and Student Recovery Practitioner

Location: Based in several office locations around London: Canning Town, Lewisham, King's Cross, Croydon, Ealing, Romford, Tottenham, Brixton.

Type of internship: unpaid

Length of internship: 3 days a week minimum for up to 6 months

Start date: September, or earlier subject to availability

Target students: Any student interested in rehabilitation within the criminal justice system.

About the Roles:

These internships will provide you with an insight into the functionality of Probation and Prison services as well as Catch22's role in delivering rehabilitative intervention.

Roles and responsibilities include, but are not limited to:

- Observing 1-1 interventions with frontline practitioners and their service users; supporting with service user check-in phone calls; support with the curation of intervention action plans and write case studies to be used for impact statistics
- Co-ordinate group session schedules; manage attendance from service users; co-facilitate group sessions and write up feedback
- Design and distribute useful wellbeing-related tools that can be used by service users and staff
- Materialise creative ways to share positive moments with service users, internal staff and external stakeholders
- Support local initiatives as needed, such as helping to collate a list of treatment organisations and charities in the local area to enhance service user support and partnership working
- Opportunity to support our Engagement Team with creating and delivering presentations about Catch22 to probation officers and Prison officers



Skills Gained



Frontline work experience



Admin skills



Group facilitation skills



Teamwork skills



Resilience



Presentation skills



Experience working with young adults in the D&R service



Victim Services

Our needs-focused services empower victims and witnesses to cope and recover from the impact of crime and anti-social behaviour, by providing a range of support including emotional and practical guidance, advocacy and advice.

Our person-centred and restorative approach aims to empower and build resilience in victims. We provide them with the necessary tools to navigate their recovery journey and move forward from the impact of crime. Support offered by our victims' services is free, independent and confidential, and available to victims and witnesses regardless of whether the crime has been reported or not.

Our approach to supporting victims is informed by our wider portfolio of experience in delivering different public services across the criminal justice system, such as those supporting victims of child exploitation, which provides us with a well-rounded understanding and perspective of the multi-faceted and complex nature of crime and its wider impacts.

Leicestershire Victim First

At Victim First, we recognise that everyone's needs are different and that is why our service is designed to be tailored to the requirements of the victim or witness. Whether or not the crime has been reported, and regardless of when it happened, our team's priority is to ensure that the victim is given the support to help them cope and recover.

Victim First has a team of experienced and professional caseworkers, supported by a team of dedicated and trained volunteers to help support victims in their journey of recovery. Victims of both recorded and self-reported crime are tracked at all points in their journey and given access to information, practical support, advice and, where appropriate, referral to 'cope and recover' support services.

Student Victim First Practitioner

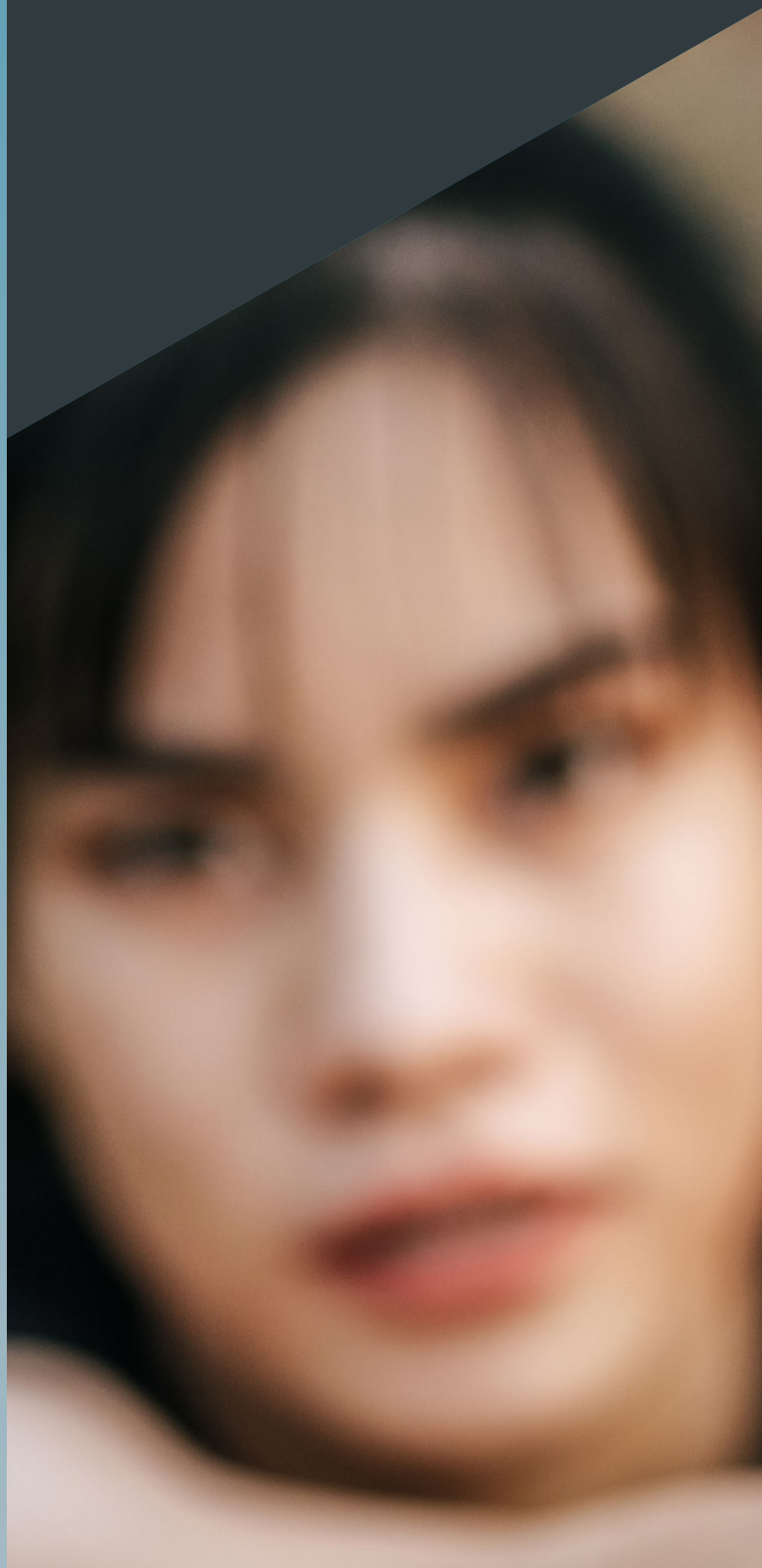
Length of internship: 3 days a week minimum for 35 weeks

Type of internship: unpaid

Location: Leicestershire

Start date: September/October

Target student: any student interested in supporting victims of crime



About the Role:

This internship will support caseworkers within Victim First to trial innovative systems and increase awareness of the services available to victims of crime within Leicestershire.

Roles and responsibilities include, but are not limited to:

- Spend time with caseworkers and their service users; support with writing up feedback; support with check ins
- Support Victim First with attendance to community events such as drop-in services or university events. Also scope to find events yourself and get involved in them on behalf of Victim First
- Support with piloting a new system of triaging when service users first contact Victim Services for support
- Learn about the processes involved in restorative justice, in which the offender is given the opportunity to take responsibility for their actions, understand the harm they caused, and redeem themselves by meeting with the victim

Skills Gained



Frontline work experience



Communication skills



Admin skills



Real experience working with the Criminal Justice System

Hertfordshire Beacon

Catch22 Victim Services provide tailored support to individuals to empower them to cope and recover from the impact of crime. Beacon helps victims and witnesses in Hertfordshire to cope and recover from the impact of crime, regardless of how long ago it happened, or whether it was reported to the police.

Hertfordshire Beacon's Case Managers use victim centred and restorative approaches by putting the individual's needs first. This is completed by conducting a needs assessment which takes into account the impact and harm caused by the crime. This includes any physical, emotional, psychological or financial hardships caused. From the needs assessment, our Case Managers develop a package of support tailored to the individual's needs.

Skills Gained



Student Beacon Support Worker

Length of internship: 3 days a week minimum for 35 weeks

Type of internship: unpaid

Location: Hertfordshire, with the potential for very frequent travel around the county

Start date: September/October

Target student: any student interested in supporting victims of crime

About the Role:

This internship will support caseworkers to conduct sessions with victims of crime, with the opportunity to learn about the process of supporting service users in a trauma-informed, person-centred approach.

Roles and responsibilities include, but are not limited to:

- Support caseworker with visits to different locations to shadow sessions
- Support with Client Feedback Surveys and monitoring our helpline
- Support with Community Engagement
- Support with step down support for an individual when they have completed their time with Catch22's Victim Services
- Support with restorative justice alongside staff members. This could include informing victims and witnesses about restorative justice and supporting to facilitate

Greater Manchester Victim's Services

At Greater Manchester Victims' Services, our team recognise that everyone's needs are different and that is why our service is tailored to the requirements of the victim or witness. Whether or not the crime has been reported, and regardless of when it happened, our team's priority is to ensure that the victim is given the support to help them cope and recover.

Greater Manchester Victims' Services have a team of experienced and professional Victim Care Coordinators to help support victims in their journey of recovery. This includes providing access to information, practical support, advice and, where appropriate, referral to "cope and recover" support services.

Skills Gained



Student Community and Partnership Support Worker

Length of internship: 3 days a week minimum for 35 weeks

Type of internship: unpaid

Location: Manchester

Start date: September/October

Target student: any student interested in supporting victims of crime

About the Role:

This internship will support Greater Manchester victim services with increasing awareness of the support available to various cohorts in the local community of Greater Manchester

Roles and responsibilities include, but are not limited to:

- Spend time with caseworkers and their service users; support with writing up feedback; support with check ins
- Support GMVS with attendance to community events such as drop-in services or university events. Also scope to find events yourself and get involved in them on behalf of GMVS

Student Data Analysis and Insight Assistant

Length of internship: 3 days a week minimum for 35 weeks

Type of internship: unpaid

Location: Manchester

Start date: September/October

Target student: any student interested in supporting victims of crime

Skills Gained



Applying data skills to real life situations



Communication skills



Presentation skills



Teamwork skills

About the Role:

This internship will include supporting Greater Manchester victim services with handling data to evidence success in the teams and produce insights to supplement the future direction of the service.

Roles and responsibilities include, but are not limited to:

- Spend time with caseworkers and their service users; support with writing up feedback; support with check ins
- Support with attendance to community events such as drop-in services or university events. Also scope to find events yourself and get involved in them on behalf of Victim Services
- Work alongside the data analyst to support with monthly headline reports to commissioners, data request from GMP and other external partners and weekly reports to the Head of Service. To work with the data analyst to identify insights, what works, highlighting trends and hotspots

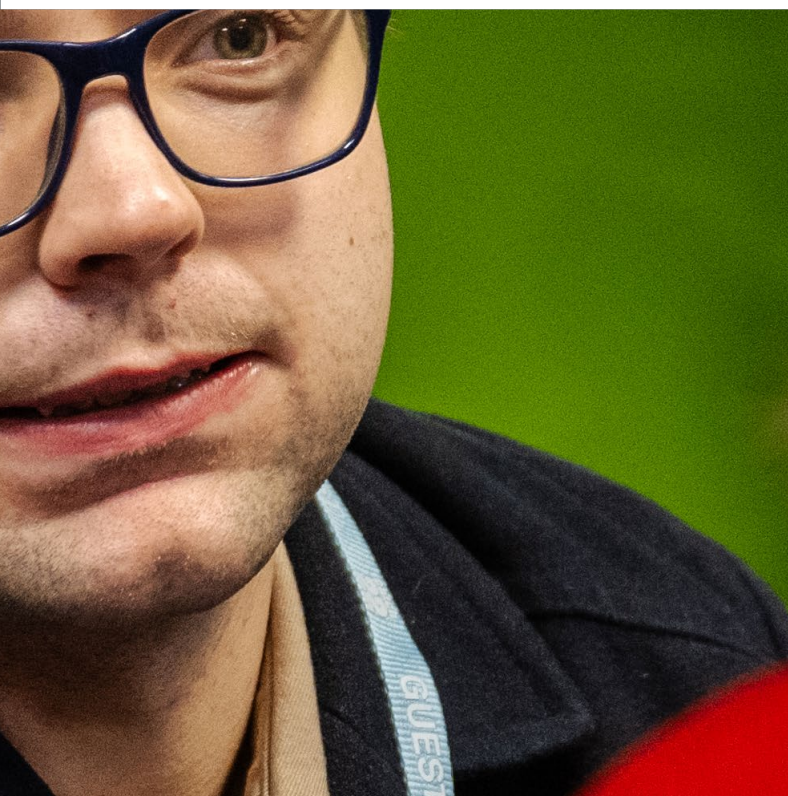


Young Londoner's Victim Service

Young Londoner's Victims Service provides tailored support to children and young people aged 4 to 17 years old, who have been impacted by crime, either as victims or witnesses, providing support to empower them to cope, recover and move on from the crime. YLVS helps victims and witnesses across London, regardless of how long ago the crime occurred, whether unreported or reported to the police.

Young Londoner's Victims Service's Caseworkers use victim centred and restorative approaches by putting the individual's needs first. This is completed by conducting a needs assessment which considers the impact and harm caused by the crime. This includes any physical, emotional, psychological or financial hardships caused. From the needs assessment, our Caseworkers develop a support plan tailored to the individual's needs.

Caseworkers work within a multidisciplinary setting with various agencies and stakeholders, helping to develop a healthy eco-system of support for the Children and Young people.



Student Victim Support Worker

Length of internship: 3 days a week minimum for 35 weeks

Type of internship: unpaid

Location: London, with the potential for very frequent travel across the London Boroughs.

Start date: September, but earlier can be accommodate for inductions and trainings.

Target student: any student interested in supporting victims of crime

About the Role:

As a Student Volunteer you will be supporting the Young Londoner's Victim Service by attending events across London, delivering the Service Model, and speaking to professionals, stakeholders, children and young people. You may also work with other agencies to identify support that can be offered to victims of crime, with the opportunity to learn about the process of supporting service users in a trauma-informed, person-centred approach.

Roles and responsibilities include, but are not limited to:

- Support with planning and delivery of Community Engagement events, service & school events, and panel discussions
- Support with running the Social Media Platform, developing content, overseeing and monitoring engagement, and manage content being accessed
- Support with conducting Client Feedback Surveys.
- Answering helpline calls.
- Contacting parents/carers to support YLVS support and signposting to other services
- Helping to maintain the directory of Children and Young People services and resources

Skills Gained



Managing emotional conversations and developing coping skills



Communication skills



Administration skills



Networking and presentation skills



Knowledge of criminal justice systems



Understanding of the impact of trauma on Children and Young people



Research skills



Social media



Teamwork skills



Developing and maintaining key partnerships



Understanding emotional intelligence and resilience



Understanding of safeguarding, policy and procedures

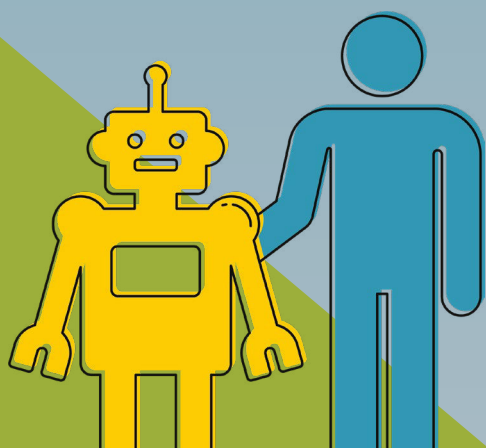
Norfolk and Suffolk Victim Care Services

Norfolk and Suffolk Victim Care Service (NSVCS) provides free, confidential support to individuals affected by crime, regardless of whether the incident has been reported to the police. Delivered in partnership with local organisations, NSVCS offers tailored assistance to help victims and witnesses of crime, cope and recover, with services ranging from emotional support and practical help to guidance through the criminal justice process. The service is inclusive, community-driven, and committed to ensuring accessibility for all.

About the role

The student placement will support the Partnerships and Inclusion Manager in delivering inclusive, accessible, and community-driven services across Norfolk and Suffolk. This role offers hands-on experience in community engagement, equality and diversity initiatives, communications, and volunteer coordination.

The student will work closely with the Partnerships and Inclusion Manager and other team members. Flexibility in working hours and travel across Norfolk and Suffolk may be required. Training and supervision will be provided throughout the placement.



Student Victim Care Support Worker

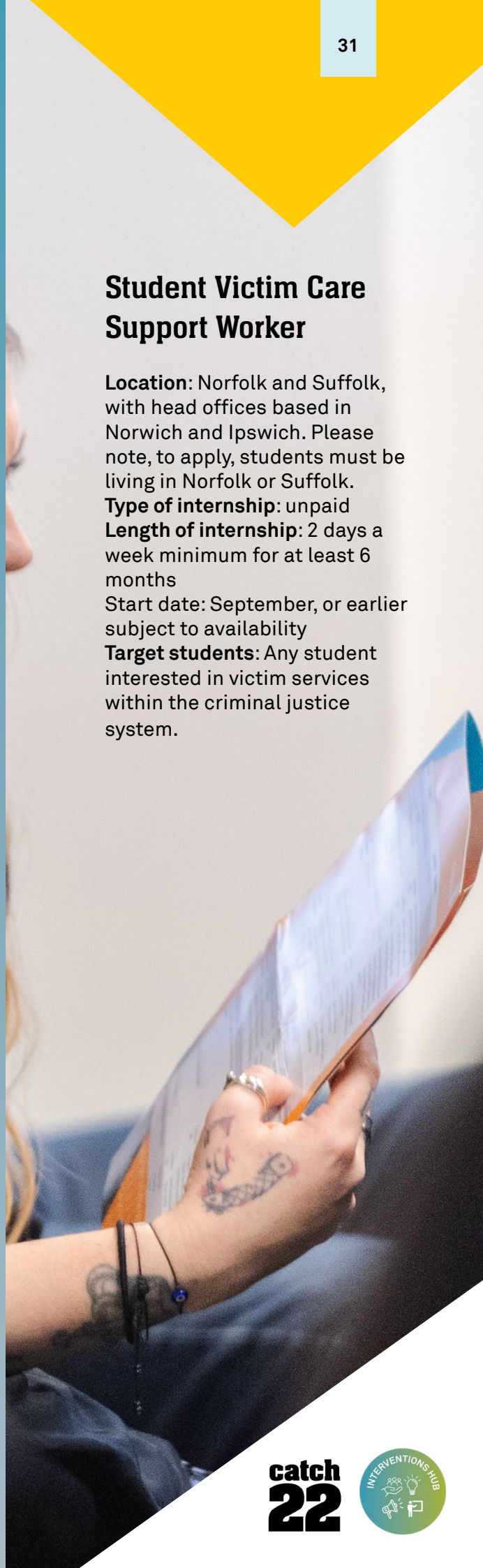
Location: Norfolk and Suffolk, with head offices based in Norwich and Ipswich. Please note, to apply, students must be living in Norfolk or Suffolk.

Type of internship: unpaid

Length of internship: 2 days a week minimum for at least 6 months

Start date: September, or earlier subject to availability

Target students: Any student interested in victim services within the criminal justice system.



Roles and Responsibilities include, but are not limited to:

- Assist in planning and delivering community engagement events, workshops, and outreach activities.
- Support mapping and documentation of local community groups and services, especially those serving underrepresented populations.
- Help maintain the Community Partner Network database and engagement records.
- Conduct research on local demographics and accessibility gaps to inform inclusion strategies.
- Co-develop inclusive marketing materials, including easy-read and translated content.
- Create and schedule social media content aligned with the Communications & Engagement Strategy.
- Assist in developing digital and print materials for campaigns and awareness initiatives.
- Monitor engagement analytics and report insights to the Partnerships and Inclusion Manager.
- Coordinate logistics for the Quarterly Victim Experience Panel and document feedback.
- Support the 'You Said, We Did' feedback loop by summarising service improvements.
- Assist with data entry, cleaning, and reporting for engagement and inclusion metrics.
- Help onboard and support Community Champion Volunteers, including scheduling and training logistics.
- Maintain volunteer records and feedback logs.
- Support peer-led initiatives and community presentations.

Skills Gained





Catch22 Colleges

Catch22 Colleges provide post-16 education and training for learners aged 16-19 who may not thrive in traditional academic settings. Our smaller, highly supportive learning environments help young people gain the skills, qualifications, and experiences needed to achieve their goals.

We specialise in offering tailored programmes that focus on literacy, numeracy, vocational training, work experience, and personal development, alongside behaviour, attendance, and attainment support. Our tutors work closely with students to design personalised learning pathways that match their aspirations and needs.

Inclusion & Pastoral Support Assistant

Line Manager: Operational Support Hub Manager

Location: In person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of Placement: Unpaid internship

Commitment: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September (or earlier subject to availability)

About the Role

The Inclusion & Pastoral Support Assistant will help create a positive, inclusive, and supportive learning environment for our learners. They will work closely with staff, including the SENCO and pastoral team, to support learners' wellbeing, inclusion, and engagement. This placement is ideal for students with an interest in education, social work, psychology, SEND, or youth support. It provides hands-on experience supporting young people, particularly those with additional needs.

Roles and Responsibilities include, but are not limited to:

- **Student Wellbeing & Pastoral Support:**

- Provide a welcoming and supportive presence for students who may need extra pastoral care
- Support students in managing their behaviour and emotions, using strategies provided by teaching staff or the SENCO
- Assist students with communication difficulties, ensuring their ideas and responses are heard in class
- Encourage social inclusion by helping students build confidence in group settings
- Help gather feedback from students and parents/carers to inform support strategies

- **Inclusion & Learning Support:**

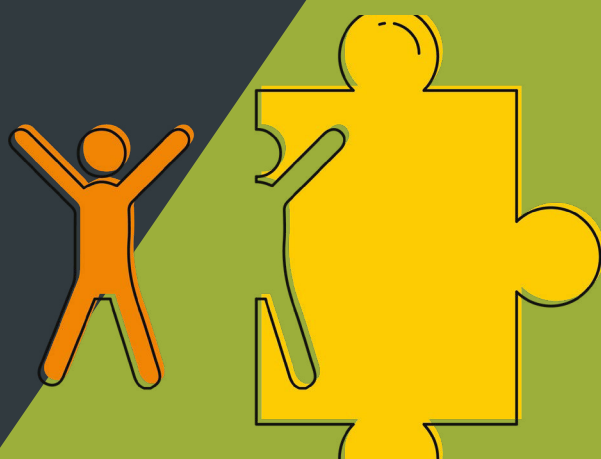
- Assist in preparing and adapting differentiated resources (e.g., simplified handouts, visual aids)
- Ensure learning materials are accessible and tailored to specific student needs
- Support students in using assistive technology and accessible digital tools
- Observe and record student progress during activities, relaying insights to teachers
- support equality and accessibility

- **Supervision & Engagement:**

- Supervise students during break times and transitions to ensure a safe and inclusive environment
- Supporting and encourage learners to adhere to centre code of conduct, whilst assisting College staff promote a culture of positive behaviour and learner engagement
- Encourage engagement in meaningful activities during downtime
- Facilitate informal peer mentoring or buddy systems to support social inclusion

- **Wellbeing & Mental Health Initiatives:**

- Plan and deliver group sessions or workshops on topics such as mental health, emotional regulation, and resilience
- Implement proactive wellbeing programs, including self-care strategies and stress-reduction activities
- Support initiatives such as mindfulness sessions, peer-support networks, and diversity and inclusion campaigns
- Cultural & Diversity Awareness:
- Promote an inclusive environment by supporting diversity-focused initiatives
- Assist in the development of campaigns and events that celebrate diversity and inclusion
- Help create and distribute resources to support equality and accessibility



Skills Gained



Hands-on experience in a frontline service supporting young people in an educational environment, including those with SEND and additional needs



Opportunity to develop skills in pastoral care, safeguarding, and wellbeing support



Opportunity to develop skills in training and evaluation, working closely with stakeholders and senior staff



Student Administrative Assistant

Line Manager: Admin Team

Location: Remote or in person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Business Administration, Public Administration, or related fields

About the Role

This internship provides practical experience in supporting the operational and administrative functions of the college. You will assist staff with a variety of tasks, from student record keeping to event coordination, ensuring smooth day-to-day operations and exposure to a professional educational environment.

Roles and Responsibilities include, but are not limited to:

- **General Administrative Support**
 - Assist college staff with correspondence, scheduling, and managing calendars
 - Organise and maintain files, records, and documents in both digital and physical formats
 - Support day-to-day office operations, including ordering supplies, answering phone calls, and responding to emails
- **Document Preparation and Management**
 - Prepare documents, reports, and presentations as required by staff or leadership
 - Assist in formatting and storing official documents, including meeting minutes, policies, and memos, ensuring compliance with data protection regulations
- **Scheduling and Event Coordination**
 - Coordinate meetings, workshops, and events, managing calendars and logistics such as venue bookings and materials preparation
 - Support college events including parent evenings, open days, and staff development activities
 - Assist with tracking event costs and supporting budget management where required
- **Student Record Keeping and Data Management**
 - Maintain accurate student records including enrolment, attendance, and personal information
 - Assist with student applications, registrations, and related administrative processes
 - Enter and update data in relevant databases accurately and generate reports as required
- **Communication Support**
 - Prepare internal and external communications, including emails, newsletters, and notices
 - Act as a point of contact for general inquiries, directing students, staff, or visitors to the appropriate departments
- **Office and Technology Support**
 - Maintain inventory of office supplies and organise office equipment
 - Provide basic troubleshooting for office technology such as printers, photocopiers, and computers
 - Ensure all technology and office systems are functional and support staff as needed
- **Financial and Compliance Administration**
 - Assist with financial record-keeping, tracking expenses, processing invoices, and petty cash management
 - Ensure all administrative tasks and documentation comply with college policies and regulations
- **Support for Staff and Students**
 - Assist staff with lesson preparation, materials, and resource organisation
 - Support students with administrative tasks related to enrolment, course selection, and financial aid
 - Maintain confidentiality and handle sensitive information appropriately

Skills Gained



Practical experience in a professional administrative and operational environment



Development of organisational, communication and data management skills



Exposure to event coordination, financial administration, and office technology



Insight into college operations, student services, and compliance processes



Opportunity to support staff and students, developing professional interpersonal skills



Student Careers and Transition Support

Line Manager: Recruitment and Progression Officer

Location: In person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Careers Guidance, Sociology, Public Administration, or related fields

About the Role

This internship provides you with the opportunity to support students at alternative provision colleges in preparing for their next steps – whether into further education, training, or employment. You will play a key role in helping students develop employability skills, explore career options, and successfully transition into positive destinations.

Roles and Responsibilities include, but are not limited to:

- **CV Preparation and Job Applications**
- Assist students in creating or updating CVs to highlight their skills, experiences, and achievements
- Provide tailored advice on formatting, structure, and use of language to improve impact
- Support students in writing personal statements and completing application forms for employment or further education
- **Job Search Support**
- Guide students in identifying suitable job opportunities, apprenticeships, or training placements
- Share insights on job market trends, in-demand skills, and useful job search tools
- Help students navigate online platforms, recruitment agencies, and local job listings
- **Interview Preparation**
- Conduct mock interviews to help students build confidence and professionalism
- Offer constructive feedback on responses, body language, and interview techniques
- Discuss common interview questions and strategies for answering effectively
- **Exploring Career Pathways**
- Support students in identifying industries and career routes that align with their strengths and aspirations
- Provide resources on different career sectors, progression opportunities, and entry requirements.
- Encourage students to consider further study, apprenticeships, volunteering, or work experience to build their portfolio
- **Work Experience and Employer Engagement**
- Help students secure work experience or placements relevant to their interests
- Liaise with employers to organise meaningful opportunities
- Prepare students for placements, covering expectations, workplace behaviour, and professionalism
- Assist in planning career fairs, employer talks, and networking sessions to broaden student horizons
- Support students during their time in work placement opportunities
- **Transition to Employment and Professional Skills**
- Offer guidance on workplace expectations, time management, and building positive working relationships
- Support students in developing employability and life skills needed to sustain employment
- Encourage networking to help students grow their professional contacts
- **Tracking and Resources**
- Develop and share resources such as guides, worksheets, and videos on career planning and job searching
- Monitor and track student progress, maintaining accurate records of engagement and outcomes
- Evaluate impact and suggest improvements to strengthen careers support provision

Skills Gained



Hands-on experience supporting young people with employability and career planning



Practical skills in careers guidance, CV building, and interview preparation



Experience liaising with employers and education providers to support transitions



Opportunities to develop organisation, communication and mentoring skills



Insight into alternative provision education and barriers young people may face when entering employment or further study



Student Data Entry and Analysis Assistant

Line Manager: Data & Contracts Manager

Location: Remote or in person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Data Science, Statistics, Business Studies, or related fields

About the Role

This internship provides an opportunity to support the college in tracking and analysing student attendance, outcomes, and other key metrics. The role is ideal for students interested in data analysis, educational research, or supporting evidence-based decision-making in an educational setting.

Roles and Responsibilities include, but are not limited to:

- **Data Entry and Maintenance**
 - Enter and update student data in relevant databases accurately and promptly
 - Check for discrepancies and correct errors as needed
 - Maintain the integrity and consistency of all records
 - **Support Data-Driven Decision Making**
 - Provide insights to support tutors and leadership in making informed decisions regarding interventions, student support, and curriculum improvements
 - Monitor KPIs related to student success, retention, and engagement, reporting trends or issues
 - **Data Quality and Compliance**
 - Conduct regular checks for data quality, completeness, and accuracy
 - Ensure all student data is handled in compliance with data protection regulations (e.g., GDPR)
 - Maintain confidentiality and only share data with authorised personnel
 - **Collaboration and Evaluation**
 - Work closely with teaching staff, tutors, and leadership to ensure data aligns with institutional goals
 - Assist with evaluation and audits of educational programmes by providing accurate student data
 - Support continuous improvement initiatives through data insights and analysis
- **Student Attendance Tracking**
 - Monitor and record student attendance daily, weekly, and monthly
 - Assist with implementing interventions to improve attendance where necessary
 - **Outcomes Tracking**
 - Track student progress against academic targets, assessments, and attendance
 - Ensure outcomes data is updated regularly and accurately for reporting purposes
 - **Data Analysis and Reporting**
 - Analyse trends in attendance, student outcomes, and other metrics to identify areas for improvement
 - Prepare reports for senior leadership, teaching staff, and stakeholders
 - Develop visual presentations (e.g., graphs, charts) to communicate insights effectively



Skills Gained



Practical experience in data entry, analysis and reporting in an educational environment



Development of skills in using data to inform decision-making and data strategy



Insight into monitoring, evaluation, and quality assurance processes in alternative provision education



Experience presenting data in accessible formats for different stakeholders



Exposure to compliance and data protection regulations in a professional setting



Student Extra-Curricular Coach

Line Manager: Lead Teacher

Location: Remote or in person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Fine Arts, Sports Science, Outdoor Education, or related fields

About the Role

This internship provides the opportunity to lead and support extra-curricular activities, including art, music, sports, outdoor learning, and Duke of Edinburgh (DofE) Award programmes. You will develop your coaching, mentoring, and organisational skills while contributing to students' personal growth, social skills, and wellbeing.

The role also provides opportunities to support EEP (Employability, Enterprise, and Progression) and PSHE (Personal, Social, Health, and Economic) programmes, helping students develop skills in self-awareness, resilience, teamwork, and decision-making.

Roles and Responsibilities include, but are not limited to:

- **Planning and Organising Activities**
- Develop and plan a diverse range of extra-curricular activities, ensuring they are engaging, inclusive, and aligned with student interests
- Organise logistics including location, timing, and materials or equipment
- **Leadership and Coaching**
- Lead activities, providing instruction, coaching, and guidance to students
- Foster a positive, inclusive environment that promotes confidence, teamwork, and participation

- **Safety and Risk Management**
- Conduct risk assessments and ensure all health and safety protocols are followed
- Maintain awareness of student welfare and address any concerns or incidents promptly
- Monitoring Progress and Development
- Track student progress and provide feedback on performance
- Encourage reflection on experiences and celebrate achievements
- **Facilitating Collaboration and Teamwork**
- Promote teamwork, cooperation, and mutual respect among students
- Organise events, performances, or competitions to showcase student skills
- **EE/P and PSHE Support**
- Support students in developing employability skills, resilience, and decision-making through structured activities
- Assist with delivery of PSHE and personal development workshops, helping students build social and emotional skills
- Mentor students in managing challenges, balancing commitments, and setting personal goals
- **Communication and Engagement**
- Maintain regular communication with students, staff, and parents regarding activities, schedules, and student progress
- Gather feedback to ensure activities meet student needs and expectations
- **Resource and Budget Management**
- Manage materials and equipment, ensuring availability and good condition
- Support budget management and cost tracking for extra-curricular activities
- **Outdoor Learning and DofE**
- Lead outdoor activities and supervise DofE expeditions, including planning, route preparation, and equipment management
- Ensure students are adequately prepared and supported throughout these experiences
- **Administration and Evaluation**
- Maintain attendance records and complete required paperwork such as consent forms and risk assessments
- Collect feedback and evaluate the effectiveness of activities in achieving learning objectives
- **Promote Personal Development**
- Encourage students to take ownership of their learning and personal growth through participation in extra-curricular activities
- Support students in developing leadership, responsibility, and time-management skills

Skills Gained



Hands-on experience in coaching, mentoring, and leading extra-curricular activities



Development of planning, organisation, and risk management skills



Insight into PSHE and EEP delivery and supporting personal and social development



Experience in outdoor learning, DofE expedition support and social development



Opportunities to foster teamwork, leadership, and personal growth in young people



Student Quality Assurance Assistant

Line Manager: Quality Manager

Location: Remote or in person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Education, Quality Management, Social Research, or related fields

About the Role

This internship provides you with the opportunity to gain hands-on experience in quality assurance within the education sector. You will support the monitoring and evaluation of teaching, learning, and student outcomes, contributing to continuous improvement across the college. The role is ideal for students interested in educational research, quality management, and data-driven decision making.

Roles and Responsibilities include, but are not limited to:

- **Monitoring and Evaluation**
- Support the monitoring of teaching and learning processes to ensure alignment with internal standards and external regulations
- Assist in collecting and analysing data on student progress, teaching practices, and programme effectiveness
- Contribute to evaluations of educational outcomes, identifying trends and areas for development
- **Audits and Compliance**
- Assist in preparing documentation for internal reviews, external inspections, and accreditation processes
- Help ensure compliance with relevant regulations, policies, and quality standards
- Track audit outcomes and support the implementation of recommended improvements
- **Feedback and Continuous Improvement**
- Support the collection and analysis of feedback from students, staff, and stakeholders
- Present findings and contribute to action plans to improve student engagement and outcomes
- Help review teaching materials and assessments for alignment with quality standards
- **Data and Reporting**
- Assist with analysis of student performance data and quality assurance metrics
- Prepare clear reports summarising findings and recommendations for staff and leadership
- Maintain accurate and organised records of evaluations, audits, and quality assurance activities
- **Professional Development and Support**
- Support the development and tracking of professional development initiatives for staff
- Provide administrative support, including organising meetings and maintaining documentation
- Participate in working groups and quality improvement projects
- **Collaboration**
- Work closely with teaching staff, curriculum teams, and leadership to address quality-related issues
- Support communication across departments to ensure consistent quality assurance practices
- Engage with external partners to benchmark and align with industry best practice



Skills Gained



First-hand experience in quality assurance and compliance in the education sector



Research, data analysis, and reporting skills relevant to education and social research



Understanding of educational monitoring, evaluation, and inspection processes



Opportunities to contribute to continuous improvement and policy development



Practical experience working with staff across multiple teams in a professional setting



Student Research & Evaluation Assistant

Line Manager: Quality Manager / Research Lead

Location: Remote or in person at one of our colleges in London, Maidstone, Nottingham, Warrington or Durham

Type of internship: Unpaid

Length of Internship: Minimum 2 days per week for 6 months (flexible, subject to discussion)

Start date: September, or earlier subject to availability

Target students: Suitable for university students studying Social Research, Education, Psychology, Statistics, or related fields

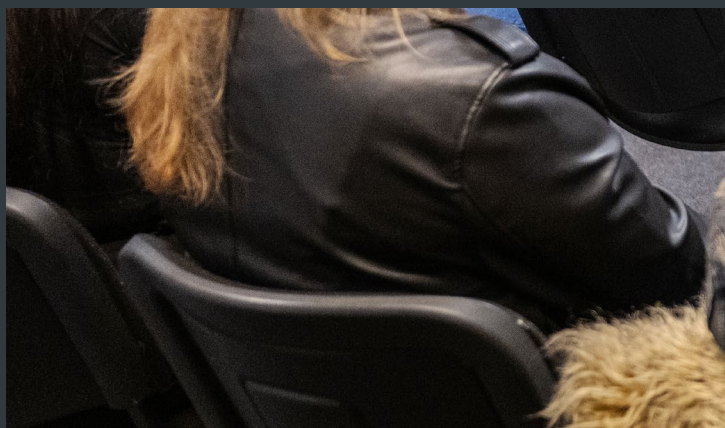
About the Role

This internship provides the opportunity to support the college in research and evaluation projects, helping to monitor and assess the impact of educational programmes, interventions, and student support services. The role offers hands-on experience in data collection, analysis, and reporting in an educational context, with the chance to contribute to evidence-based improvements in teaching, learning, and student wellbeing.

Roles and Responsibilities include, but are not limited to:

- **Data Collection and Management**
- Assist in gathering quantitative and qualitative data on student outcomes, attendance, engagement, and wellbeing
- Support surveys, focus groups, interviews, and observational studies
- Ensure accurate entry and management of data in relevant databases
- **Data Analysis**
- Analyse trends and patterns in student performance, attendance, and engagement
- Use statistical or research software to support reporting and evaluation activities
- Assist in interpreting findings to inform decision-making and improvements

- **Programme Evaluation**
- Support evaluation of college programmes, including vocational courses, wellbeing initiatives, and extra-curricular activities
- Contribute to assessing the effectiveness of interventions and identifying areas for enhancement
- Assist in producing evidence-based recommendations for teaching, support, and policy development
- **Report Writing and Presentation**
- Help prepare clear, concise reports, dashboards, and visualisations of research findings
- Present insights to staff, leadership, or external stakeholders in an accessible format
- **Support Continuous Improvement**
- Contribute to ongoing quality improvement initiatives by providing research insights
- Assist in monitoring Key Performance Indicators (KPIs) and other success metrics
- Participate in discussions about programme design, curriculum effectiveness, and student support
- **Stakeholder Collaboration**
- Work with teaching staff, tutors, and senior leadership to ensure research and evaluation meets organisational needs
- Liaise with external partners, where relevant, to contribute to wider research projects
- **Compliance and Ethics**
- Adhere to ethical standards in research and data collection
- Ensure compliance with data protection regulations, safeguarding policies, and confidentiality requirements



Skills Gained



Practical experience in educational research, data collection, and evaluation



Development of analytical, statistical and report writing skills



Exposure to quality assurance, programme evaluation, and evidence-based decision-making



Understanding of ethical research practices and data protection requirements



Opportunities to influence improvements in teaching, learning, and student support services



Merton Risk and Resilience Service

The Merton Young Person's Risk and Resilience service is an integrated service focused on mitigating risks and promoting resilience in young people.

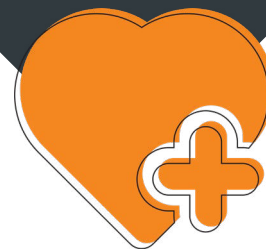
Our aim is to ensure young people don't move from worker to worker and receive holistic, seamless intervention for all their presenting needs. Their designated caseworker will assess their individual needs before developing a support plan. Young people are then supported according to their individual needs, such as through one-to-one work, drop-in sessions and awareness-raising training. The Merton Young Person's Risk and Resilience service is available to young people aged 11-24, who are resident in the London Borough of Merton.

About the Role

This internship provides you with the opportunity to provide direct support to vulnerable young people from start to finish during their time with Catch22.

Roles and responsibilities include, but are not limited to:

- Supporting the team in conducting initial assessments and screenings for young people referred to the service
- Observing and learning about assessment tools and processes before actively contributing
- Assisting in the preparation, scheduling, and follow-up of Return Home Interviews for young people who have gone missing
- Shadowing experienced staff during interviews to understand the process and later supporting notetaking and documentation
- Supporting the delivery of outreach activities and workshops to engage young people



Student Young Person's Support Worker

Line Manager: Service Manager

Type of internship: Unpaid

Length of Internship: 2/3 days a week for 35 weeks

Start date: September, or earlier subject to availability

Target students: anyone interested in working with young people

- Assisting in setting up sessions, preparing materials, and engaging with participants under supervision
- Assisting with administrative tasks such as data entry, case documentation, and maintaining accurate records
- Supporting the team with preparation for meetings, workshops, and other service-related activities
- Shadowing staff in various roles to gain a holistic understanding of the service and the needs of young people
- Participating in team meetings, reflective practice sessions, and training opportunities

Skills Gained



Hands-on experience in a frontline service supporting vulnerable young people and families



Development of skills in assessment, engagement, and multi-agency working



Exposure to safeguarding practices and the challenges of substance use, exploitation and missing episodes



Lighthouse Pedagogy Trust

Lighthouse Pedagogy Trust is a charity that creates children's homes where children can thrive. Our children's home opened in Sutton in February 2022 and can support up to six young people aged 11 to 18 years who have emotional and behavioural difficulties. You can read more about the home [on our website](#) and see a virtual tour of the building [here](#).

We use social pedagogy as an excellent basis for supporting children who live in residential care. It is an academic discipline drawing on core theories from education, sociology, psychology and philosophy, and is commonly used by residential care workers in many European countries.

About the Role

This role provides you with the opportunity to support the care and development of young people in the children's home by assisting qualified staff in delivering a nurturing, safe, and empowering environment. You will engage in relational, educational, and practical activities that reflect the principles of social pedagogy. You'll be supervised by a designated Senior Practitioner or Team Leader and receive regular check-ins and feedback.

Every day in a children's home is different. Many young people in care have faced enormous challenges in their lives, like living through abuse and neglect. The impact of trauma can have long-lasting effects on all aspects of their development, including their mental health, and this can manifest itself in difficult behaviour at times. However, you will always have support and supervision from experienced practitioners, and you will not be responsible for leading interventions or managing crises.

Children's home student support worker

Line Manager: Team Leader/
Senior Practitioner

Type of internship: Unpaid

Length of Internship: 2-5 days a week for a minimum of 26 weeks

Start date: September, or earlier subject to availability

Target students: anyone interested in working with young people

Key Responsibilities include, but are not limited to:

Relationship Building

Build positive, trusting relationships with young people through everyday interactions and shared experiences. Spend quality time getting to know them. That could be playing games, chatting over meals, or simply being someone they can laugh with and rely on

Activity Support Help

plan and participate in creative, fun, and educational activities both inside and outside the home, such as cooking, sports, arts and crafts, trips to the park, or special days out. We encourage you to bring your own hobbies and interests to share with the young people



Daily Life Participation

Be actively involved in the daily routines of the home, including mealtimes, homework support, and evening wind-downs. Your presence helps create a sense of stability and belonging

Observation and Reflection

Observe interactions and behaviours, contribute thoughtfully to team reflections, and develop your understanding of how practitioners assess and respond to young people's needs

Safeguarding Awareness

Learn how to support young people in recognising and managing risks. Help create a safe environment and understand what steps to take if something doesn't feel right

Team Collaboration

Take part in team meetings and training, share your ideas, and learn how professionals collaborate to support young people

Support Participation

Encourage young people to take an active role in decisions about their home, care, and future. Empower them to express their views and be heard

Skills Gained



Confidence in engaging with vulnerable young people



Communication and empathy



Teamwork and professionalism



Understanding of social pedagogy



Safeguarding and risk awareness



Reflective practice



Trauma-informed approaches



Awareness of diversity, inclusion and rights-based practice



Case studies and quotes

“My time at Catch22 has been transformative, equipping me with enhanced networking abilities and a newfound confidence that will undoubtedly serve me well in future endeavours.”

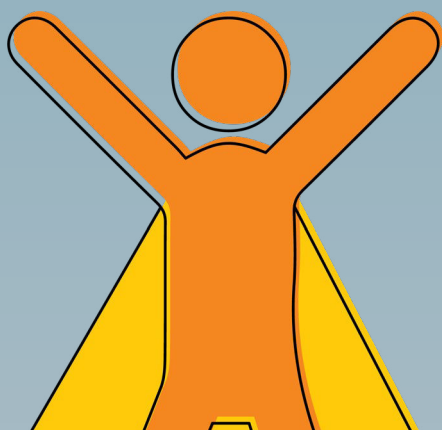
- Samsul, Student Researcher

“I’m glad to have spent time here because although I was stepping into something new, the work environment has been so positive and encouraging – there is help available at every corner, sometimes you don’t even have to ask, it’s almost foreshadowed!”

- Sanjana, Student Victim Support Worker

“It is always exciting when our students get placements with Catch22”

- Marie, Work Placements Coordinator



Case Study - Jessie

Where Jessie Started

Jessie applied for a placement at Catch22 and was studying Social Policy and Criminal Justice at the University of York. She was successful in securing a placement with Catch22’s Finance, Benefit and Debt service based in London which she began in September 2024. Jessie was very eager to learn from the start and develop skills in supporting vulnerable people.

What Jessie Accomplished

Jessie worked for the Finance, Benefit and Debt service for six months. During which, she supported teams with conducting sessions and spent a lot of time shadowing practitioners to gain a deep understanding of supporting people on probation. Jessie also worked with other students on projects such as developing a “how to” workbook for new staff to use when they begin working at Catch22.

During her time with Finance, Benefit and Debt, Jessie was able to visit Catch22’s social pedagogy children’s home, Lighthouse, based in Sutton. She had such a great experience that, after Jessie completed six months with Finance, Benefit and Debt, she moved over to Lighthouse to complete three more months of her placement.

Where Jessie is Going

Jessie had such a rewarding experience and had such a profound experience with Lighthouse, that following her placement she applied for and secured a permanent role as a Residential Support Worker in August 2025! Jessie was also Lighthouse’s first student placement, and they had such a good experience that they will now be accepting more students for the 26/27 academic year.

FAQs

What sort of supervision will I receive during my internship?

- You will meet weekly with your direct line manager and other members of your team to inform them of your week and receive any support where necessary.
- You will receive bimonthly supervision sessions to check in on your goal strategy, general wellbeing, and investigate any new interests you may have developed.
- You can also join a monthly review workshop with the Academic Partnerships Lead and other students to discuss learning in the placement and receive any support where necessary.

What processes do I need to undergo prior to starting my internship?

- For all placements, an enhanced DBS check, organised by Catch22, is required. This involves attending one of our offices so we can verify your documentation.
- Some of our services, especially within the Justice and Education services, require prison or police vetting. Please ensure you are happy to undergo this and understand that we may not be able to move forward with your application should you fail the vetting.
- You will be provided with new starter forms/volunteering contracts.
- You will complete mandatory training upon commencement of internship, or pre-commencement if you have the capacity.

As the placement is unpaid, will I receive any financial support?

Catch22 will cover all work-related travel expenses, so that you can complete the placement without being out of pocket.



How To Apply

To express your interest, please email your CV to **justice.placements@catch-22.org.uk** with the name of the service you want to work for in the subject, and state in your email that you can meet the required expectations. For example, if you wanted to apply for the role of “Student Research Assistant”, please put “Student Research Assistant internship application 26/27” as your subject.

In your email, include a short expression of interest (max 500 words) covering the following topics

1. Why are you interested in working with that service?
2. What skills or experience do you hope to gain from working with that service?

If you are applying for a service that operates in multiple locations, such as Commissioned Rehabilitative Services or Victim Services, please ensure you include which location you are applying for in your application.

If you wish to apply to more than one service, please ensure you are ranking them in your application so we can prioritise your first choice.

**THE DEADLINE FOR APPLICATIONS IS
JANUARY 28TH 2026 AT 4PM**

A white t-shirt is shown against a dark background. The t-shirt features the 'catch 22' logo in a large, bold, sans-serif font. Below the logo, the website address 'CATCH-22.ORG.UK' is printed in a smaller, all-caps, sans-serif font. The t-shirt is slightly wrinkled and appears to be hanging or laid flat.

**catch
22**
CATCH-22.ORG.UK

Relevant Information

Weblinks:

Catch22 homepage [Home | Catch22 \(catch-22.org.uk\)](#)

CRS Dependency and Recovery [Dependency and Recovery | Catch22 \(catch-22.org.uk\)](#)

CRS Finance, Benefit and Debt [Finance, Benefit and Debt | Catch22 \(catch-22.org.uk\)](#)

CRS Interventions [Interventions: training, research, placements and inclusion | Catch22 \(catch-22.org.uk\)](#)

CRS Personal Wellbeing [Personal Wellbeing | Catch22 \(catch-22.org.uk\)](#)

Gangs and Violence Reduction Training [Gang Awareness Training | Catch22 \(catch-22.org.uk\)](#)

Greater Manchester Victims' Services [Greater Manchester Victims' Services | Catch22 \(catch-22.org.uk\)](#)

Hertfordshire Beacon Victim Care [Beacon Victim Care | Catch22 \(catch-22.org.uk\)](#)

Leicestershire Victim First [Victim First | Catch22 \(catch-22.org.uk\)](#)

Young Londoner's Victim Service [Young Londoners' Victim Service | Catch22](#)

Merton Risk and Resilience Service [Merton Young Person's Risk and Resilience | Catch22](#)

Catch22 Colleges [Education | Catch22](#)

Lighthouse Pedagogy Trust [Lighthouse Pedagogy Trust | Catch22](#)

Previous research:

[The themes, gaps, and evidence of best practice in Catch22's London Personal Wellbeing contract | Catch22 \(catch-22.org.uk\)](#)

[The prevalence of school exclusions in the UK, their root causes, and the importance of preventative offerings over reactive interventions | Catch22 \(catch-22.org.uk\)](#)

[The future of probation | Catch22 \(catch-22.org.uk\)](#)

[The importance and necessity of trust as an intervention | Catch22 \(catch-22.org.uk\)](#)

[How effective are different types of technology across the estate in ensuring prisons are safe, secure, fair, inclusive, and productive? | Catch22 \(catch-22.org.uk\)](#)

[A review of optimal models of service delivery in Catch22's victim services | Catch22 \(catch-22.org.uk\)](#)

[Understanding violence in young people: explanations, approaches and resources | Catch22 \(catch-22.org.uk\)](#)

Key contacts

Jody Audley – Academic Partnerships Lead jody.audley@catch-22.org.uk

Maria Strong – Interventions Manager maria.strong@catch-22.org.uk



catch-22.org.uk

Catch22 charity limited. Registered charity no. 1124127
Company limited by guarantee. Company no. 06577534
© Catch22 2024