

Job Description: Roadmap to Independence Social Navigator

Fix Term Role: April 2026 – April 2030

Autism Independence CIC

About Autism Independence

Autism Independence was established in 2013 to support families from ethnically diverse communities in Bristol who have an autistic young person and/or a learning disability.

Our vision is to educate and empower autistic people and people with a learning disability, as well as their families, while challenging taboos and stigma around disability. We specialise in supporting families whose first language is not English to access mainstream health, social care and education services through culturally competent, tailored advice and advocacy.

Our work includes:

- Overcoming language barriers
- Running support groups
- Supporting families through the Education, Health and Care Plan (EHCP) process
- Providing targeted Transition to Adulthood support
- Creating spaces where children, young people and parents thrive, connect and build community
- Raising awareness of the learning disability register and annual health checks for people with a learning disability from ethnically diverse communities.

(Please note this is not an exhaustive list of our services.)

Purpose of the Role

The Social Navigator will provide culturally competent, person-centred support to autistic young people aged 16–25 from ethnically diverse communities in Bristol as they transition to adulthood. The postholder will work directly with young people and their families to reduce barriers to education, employment, community participation and health services, and to increase independence, confidence and wellbeing.

The role focuses on practical guidance, advocacy and relationship-building, grounded in the social model of disability rather than clinical or therapeutic intervention associated with a medical model.

- Reports to: Project Manager
- Works alongside: families, schools, SEND teams, NHS, social workers

Direct Support

- Act as a keyworker for a caseload of young people (approx. 20–25 individuals per year)
- Co-produce individual transition and independence plans
- Support young people to access education, training, volunteering and employment opportunities
- Assist with CV writing, applications, interviews and workplace preparation
- Support engagement in community and social activities

- Provide guidance on navigating adult services and reasonable adjustments

Family Support

- Work with families to understand the transition to adulthood services
- Support families through EHCP and post-16 pathways
- Provide culturally sensitive information about autism and services
- Facilitate workshops and group sessions
- Support engagement in community and social activities with their young person, such as walking groups and cycling

Advocacy & Navigation

- Liaise with schools, colleges, SEND teams, health services and community organisations
- Support attendance at meetings (EHCP reviews, service appointments)
- Signpost to appropriate services

Community Outreach

- Undertake outreach within community settings in Bristol
- Build relationships with local organisations and employers
- Promote inclusion and participation

Monitoring & Evaluation

- Maintain accurate case records (GDPR compliant)
- Collect monitoring and outcome data using Charity Log software
- Contribute to reports for funders
- Gather lived-experience feedback
- Capture case studies

Safeguarding

- Follow organisational safeguarding procedures
- Identify and report concerns appropriately

Essential Criteria

The successful candidate must have:

- Experience working with autistic young people and people with a learning disability, through professional, educational or personal experience
- Experience working with ethnically diverse communities or people whose first language is not English
- Fluent Somali language skills are required due to the communities the service is commissioned to support (Occupational Requirement under the Equality Act 2010)
- Excellent organisational skills and the ability to manage a varied workload
- Excellent interpersonal and relationship-building skills
- Proficiency in Microsoft Office (Word, Excel, Outlook) and CRM systems
- Ability to work to deadlines and follow organisational processes
- Right to work in the UK

Desirable Skills

- Knowledge of co-production approaches and/or experience working with lived-experience groups

- Experience working in multi-agency settings such as schools, social care, health, voluntary or community organisations
- Understanding of post-16 transitions (education, health, employment, social care pathways)
- Good knowledge of Bristol services and local networks
- Experience using the social determinants of health model in practice
- Knowledge of Bristol's SEND, health and wellbeing strategic priorities
- Experience delivering workshops or group sessions
- Ability to build relationships with local employers, colleges, training providers or community organisations
- Knowledge of the Autism Act, Health and Social Care Act, Care Act, Disability Act, Education Act, Mental Health Act and Equality Act
- Experience supporting families who are newly arrived, refugees or migrants
- Knowledge of trauma-informed practice

Safeguarding Statement

This role involves working with vulnerable young people and families. The successful candidate will be required to undertake an Enhanced DBS check and complete safeguarding training. Autism Independence CIC is committed to safeguarding and promoting the welfare of children, young people and adults at risk.

Equality Statement

We particularly welcome applications from people with lived experience of neurodivergence, disability, migration, or caring responsibilities.

Reference Requirements

The successful candidate will be required to provide two satisfactory references, including:

- One reference from their most recent employer (or education provider if newly entering the workforce).
- One additional professional or character referee who can comment on their suitability for the role.

References will be requested prior to appointment and must cover at least the most recent 3 years of employment, volunteering or study. References from family members or close personal friends cannot be accepted.

Our offer

- 20 hours per week
- Annual Salary of £13,218.40 per annum/ £12.71 per hour (20 hours per week; equivalent to £24,791.50 FTE) in Year 1, with a salary increase in line with inflation in Years 2, 3 and 4
- Flexible Working Hours with occasional weekend work
- Working from the office
- Training and supervision provided

- **Holidays and pension contributions**
- **Closing Date: 20th March 2026**
- **Interview Date: April 2026 (date to be confirmed)**
- **Start Date: April 2026**