

SESSIONAL JOB VACANCY: CHILD CONTACT SUPERVISOR

Family Mediation Central Scotland (FMCS) is recruiting **Child Contact Supervisors** to support separated parents and their children across the Forth Valley area. FMCS provides Family Mediation and Child Contact Centre (CCC) services and is part of the Relationships Scotland network. Our centres in **Cowie, Falkirk and Alloa** offer safe, welcoming spaces where children can spend time with the parent they no longer live with. Most families using our supervised service are referred by the Sheriff Court or family law solicitors.

Role Overview

You will supervise contact sessions between children and the parent or family member they do not live with, mainly on **Saturdays**, with some weekday opportunities. You will ensure children's safety and wellbeing, support smooth handovers, and prepare clear, factual observational reports for the Sheriff Court under the guidance of the Service Manager.

Key Responsibilities

- Ensure the safety, comfort and wellbeing of children at all times
- Responsible for the smooth running of supervised contact sessions
- Observe and record key information, producing factual reports for the Sheriff Court
- Manage handovers between parents at the start and end of sessions
- Work impartially with both parents, helping reduce conflict and tension
- Liaise with the Service Manager and CCC staff regarding family needs or concerns
- Maintain confidentiality, professionalism and impartiality

Education & Experience

Applicants should have:

- A relevant qualification (e.g., social work, childcare/Early Years, education, mediation, psychology) **or** two+ years' experience working with children, families, or people in conflict or distress
- Ability to work at **SCQF Level 7** or above
- Willingness to complete **56 hours of training** as required by the Relationships Scotland Child Contact Centre Services Training Framework

Hours & Location

- **Sessional work**, mainly Saturdays (9.30am–4.30pm), with occasional weekday opportunities
- Hours vary depending on referrals
- Work at FMCS Child Contact Centres in **Cowie, Falkirk or Alloa** (flexibility desirable but not essential)

Rate of Pay

£15.08 per hour, plus holiday pay calculated at 12.07% (sessional basis).

How to Apply

For further details, contact: **Kathleen Frew, Service Manager — 01786 472984**

To apply, please send your **CV and covering letter** to: eimear@fmcentral.org