 **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Post Title:** | Community Worker  |
| **Salary :** | £9.34 per hour |
| **Hours:** | 18 hours per week  |
| **Location:** | Growing Together Northampton Blackthorn Bridge Court NN3 8QH and Brookside Hub, Billing Brook Road Northampton NN3 8NP |
| **Reports To:** | Chief Executive |
| **Purpose of post:** | To develop community work in the 5 estates of Lings, Lumbertubs, Blackthorn, Goldings and Overstone Lodge. Setting up new groups and events for targeted groups which might include families, men, older people, people with mental ill health. |

**Responsibilities and Specific tasks**

1. To develop and run activities and events in the community, engaging with all sections of the community. These activities and events should be designed to maximise the active participation of local residents in running them
2. To support the existing activity at Brookside Hub and Blackthorn, leading sessions and working with key volunteers
3. To offer one to one support to individuals – often signposting and help with form filling
4. To recruit volunteers where possible and to support existing volunteering
5. To work with partner organisations in running events and working together on service delivery.
6. To have due regard to safeguarding, to undertake safeguarding training as required and to report any safeguarding concerns to your line manager To implement policies, and ensure procedures and practice to safeguard children’s health, safety, inclusion and well-being are understood by volunteers.
7. To understand the confidentiality policy of the organization and to work to it all times
8. To have a responsive and flexible approach to the working week including occasional weekend or late afternoon sessions.
9. An acceptance of the Growing Together Equal Opportunities Policy, and a commitment to its implementation.
10. To be available for other duties compatible with the Job Purpose stated above as directed by the CEO

**Person Specification**

| **Attributes** | **Essential Criteria** | **Desirable Criteria** |
| --- | --- | --- |
| **Education and Qualifications** | GCSE A-C or equivalent in Maths and English, This post requires satisfactory clearance of DBS disclosure.  | A level 3 qualification or A levels Youth work / childcare / community work qualification.Evidence of relevant training and development |
| **Experience and Knowledge**  | Some experience or understanding of working with deprived communities and a good practical understanding of the opportunities, issues and challenges liPrevious experience of working with a range of partner organisations to secure positive responses to community concerns and aspirationsPractical understanding of the support needs of volunteers gained through volunteering, managing volunteers or working alongside volunteers in an organisation. The ability to support, develop and motivate volunteersProven ability to work on own initiative and manage own workloadGood activity/project management skills to enable the successful delivery of events and activitiesAn understanding of the importance of confidentiality and how it relates to community work. | Experience of working in multi-disciplinary teams.Experience of working with families in their own homes. |
| **Abilities and Skills** | Excellent interpersonal skills | Driving licence and access to a car |