**Job description and Person Specification**

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| **JOB DESCRIPTION** | |
| **POST TITLE:** | **Community Development Worker (Older People’s Project)** |
| **RESPONSIBLE TO:** | Community Cohesion Development Manager |
| **RESPONSIBLE FOR:** | N/A |
| **SALARY/HOURS:** | 29 hours per week at £20,020 per annum pro rata |
| **PLACE OF WORK:** | Coniston Community Centre/Kingswood Estate/home |

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| **Southern Brooks Community Partnerships** has been established for 30 years delivering a range of services to adults and children across South Gloucestershire including youth work, employment support and support for families and vulnerable adults. We have a strong commitment to volunteers and run 3 of the volunteer centres in the county. It is an exciting time to be working with us as our partnerships grow and our offer develops.    We have a mission of “Strong Communities Powered by People”. We know that successful communities have people who are excited by change, learning and working together, able to influence decision making, have the skills and confidence to be involved in their communities, able to make health choices as well as building and sustaining good relationships.    Working with asset based community development values and practices, you will be working with older people and other stakeholders to make changes in their lives.  **Current profile of work with older people and needs identified**  Since lockdown began in March 2020, Southern Brooks Community Partnerships has worked with 432 people aged 65 plus, plus 236 people aged between 45 and 64 with a significant proportion coming into our social prescribing team, as a result of our Covid 19 phone service or into our One You South Glos wellbeing project. We know that:   * many people in these age ranges are anxious about leaving their homes and returning to face-to-face relationships and yet this is what they crave * anecdotally, older people volunteering with mutual aid groups still want to give back to their local communities * older people, along with younger people, are losing their jobs as a direct result of Covid * some of these people do not easily access digital technology, thus exacerbating their isolation   **Vision**  Through our commitment to Keep it Local, our work with Locality and the Royal Society of Public Health to test a new Community Spirit framework (https://www.rsph.org.uk/about-us/news/community-spirit-protectshealth-and-saves-lives.html) and as a result of our role as locality partner for Sirona, we are determined to provide what people need where they need it and take our work to them. In response to this vision, we are aligning Southern Brooks around Primary Care Networks and creating virtual teams of our own staff, liaising with other organisations to develop deep intelligence, knowledge and understanding of each PCN and the hyper-local communities within them. This will allow us to be responsive to different needs that are identified and to support people to access the right groups and services according to their interests and needs and so allow them to rebuild their confidence in themselves and the world around them. As part of our recovery plan, we want to support older people to access what they need and develop what isn’t readily available. We know that relationships are at the core of people accessing support or making changes to their lives so we want to increase our capacity to focus specifically on older people, helping them to engage in activities or roles that already exist or putting on specific activities with them in mind.  **Aims and Objectives**  Our community development approach for this project will be to:   * build on strengths and assets in communities * find groups that were offering support prior to the pandemic or who are struggling due to current challenges * help them reinvigorate and re-establish themselves in a Covid-secure way, finding new premises where necessary, adopting new ways of working to minimise risk, new ways of working with volunteers and finding new ways of engaging with people to increase the access to connections and social relationships that so many people tell us they crave * focus on ensuring groups have the tools, training and equipment they need to ensure they can survive and thrive providing a future that enables greater engagement and provides a sustainable way forward * use our knowledge as a place-based organisation working across South Gloucestershire with strong relationships with many organisations to identify the groups * liaise with the Over 50s Forum to help identify groups that may need support * through the community cohesion plan, liaise with South Glos Equalities Forum and Equalities Voice to reach groups that we may not already know about and that may focus on people impacted most by Covid * link closely with existing projects within Southern Brooks, in particular our One You South Glos wellbeing team, our social prescribing team (delivered in partnership with Developing Health and Independence) and our community development team plus our dementia project worker * If groups need support in terms of governance, help them access CVS South Glos.   This opportunity, funded by St. Monica Trust for 3 years, has arisen for an enthusiastic, organised and motivated individual to lead on work with older people at Southern Brooks Community Partnerships, and be part of a wider network of community development workers across South Gloucestershire, Bristol and North Somerset.  We are looking for an experienced, passionate person with significant asset based community development skills and working with older people. The successful candidate will be pro-active and autonomous, a good organiser, a great communicator and be able to work at pace when necessary. |
| **Key tasks**   * Adopt an asset based community develop approach to working with stakeholders * Identify key partners and develop partnerships in Southern Brooks and more widely, with other community development workers funded by St. Monica Trust as part of a learning circle * Identify and support local groups that may be struggling * Respond to the needs of older people and provide support in accessing services and activities that are appropriate to their needs * Contribute to a monitoring and evaluation framework |
| **General accountabilities**  So far as reasonably practicable, the post holder must ensure that safe working practices are adopted by employees and in premises/work areas for which the post holder is responsible to maintain a safe working environment for employees and service users.  We are committed to providing services at weekends and in the evenings and require our staff to work flexibly to accommodate this.  Work in compliance with the organisations policies and procedures and its commitment to equal opportunities. Ensure that output and the quality of work are of the highest standard and complies with current legislation. |
| **Special notes and conditions**   * All staff will be expected to work across the whole staff team for special events as and when required. * SBCP is committed to safeguarding and promoting the safety and welfare of children, young people and vulnerable adults and a DBS certificate will be required. * In return for your commitment and dedication to SBCP we offer, regular training opportunities, active supervision, and individual development plan, together with working in a fully supportive team. |
| **Essential criteria**   * At least 3 years' experience of working in a community development role * Experience of working with older people * Experience of partnership working * Good communication skills * Good organisational skills * Ability to work independently and as part of a team * Good IT skills including Microsoft packages * Experience of working one to one with clients in a supportive role * Knowledge and skills in groupwork   **Desirable criteria**   * Asset based community development training * Access to own transport (when it’s possible) * Experience of online delivery via Teams/Zoom etc * Knowledge and experience of phone conferencing * Experience of monitoring and evaluation of projects |
| **GDPR 2018**  All employees are under a legal obligation not to use or disclose any personal information that comes into their possession during their duties in any unauthorised manner. Duties and obligations under the Act that relate to this post will be explained to the post holder upon appointment. |