

GROUNDWORK

CHANGING PLACES
CHANGING LIVES



JOB DESCRIPTION

JOB TITLE:	Sessional Community Support Worker
REPORTS TO:	Community Project Manager
LOCATION:	Various projects in Tyne & Wear, Northumberland, County Durham and Tees Valley
PRIORITY CONTACTS:	Clients such as children, young people and vulnerable adults

JOB SUMMARY

Working in our Land and Communities team, you will engage with targeted participants who are involved with specific projects. In an exciting, diverse and busy environment you will be supporting our community Project Managers with the delivery of projects across the North East region. Examples of projects may include:

- Holiday Activities Programme, providing activities for children during school holidays
- Green Links, regular dementia friendly project
- Active Play, a weekly children's activity programme
- Community Learning, adult courses which provide opportunities to learn new skills
- Mens Sheds, providing an outdoor space for men to meet and connect

There is flexibility for Sessional Community Support Workers to work on the projects that they are most suited to and specify geographical areas they can deliver from, i.e. Tyne & Wear, Northumberland, County Durham or Tees Valley

KEY TASKS

Key Area: Project Delivery

- Facilitate delivery across a diverse programme of community led projects across specific areas
- Use initiative to actively engage with participants and keep them involved in activities

- Follow the direction of and actively support Community Project Managers
- Deliver a professional service that meets the needs of participants, partners and funders
- Develop effective working relationships with other members of staff, volunteers, participants and external partners.

Skills/Experience

- Experience of working with specific targeted groups such as children, young people or vulnerable adults, or the willingness to learn
- Awareness and understanding of Health and Safety, Safeguarding and other legal regulations applicable when delivering sessions to participants and the general public.
- Enthusiastic and flexible with a 'can do' attitude
- Excellent communication and interpersonal skills
- Ability to work as part of a team

Additional responsibilities

- Comply with all organisational policy, procedures and systems.
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children, young people and vulnerable adults and to report any concerns in accordance with the organisation's safeguarding policies
- Ability to work outside normal office hours.
- Any other duties commensurate with the level of the post.

Sessional Community Support Staff will need to be flexible. Hours will be allocated to the appropriately qualified workers for the roles that are available. Where appropriate, training will be offered to Community Support Workers to offer development within their roles.