

Funded by NLCF

Job Description

Community Groups Builder Golden Years Community Connecting Service for Older People, Edinburgh

Part time (21 hours)

This post is initially funded to 31st March 2023 in line with funding from the National Lottery Community Fund.

For 50 years, Cyrenians (a Scottish Charitable Incorporated Organisation (SCIO), registered charity number SC011052) has tackled the causes and consequences of homelessness.

We understand that there are many routes into homelessness, and that there is no 'one size fits all' approach to supporting people towards more positive and stable futures. That's why all our work is values-led and relationships-based. We meet people where they are, and support them towards where they want to be.

Our Vision is an inclusive society in which we all have the opportunities to live valued and fulfilled lives. We work to make that vision a reality through our Mission to support people excluded from family, home, work or community on their life journey.

We aim to offer consistently excellent service across all locations and in all our activities. Our way of working is built on our four core values:

Compassion: We believe that everyone should have the chance to change, no matter how long that might take.

Respect: We believe in tolerance, acceptance, valuing diversity and treating each other as equals.

Integrity: We are committed to the highest quality of work, grounded in honesty, generosity, sincerity and professionalism.

Innovation: We are willing to take risks, challenge convention and be very creative in our search for new ways of working, in particular by taking account of the environmental impact of our decisions.

1 About Golden Years

Golden Years aims to combat loneliness and isolation for people aged 60 plus living in Edinburgh. We use a mixture of keywork and trained volunteers to offer support in a holistic way, helping people break down the barriers which are preventing them from connecting with their community and living their lives.

The Golden Years' service offers;

- One to one support – through volunteer befriending (face-to-face and telephone), and key work.
- Social and activity groups – in both sheltered housing complexes and in the community.
- Digital support – through our Digital Inclusion Service.

- Nordic walking – groups facilitated by our trained Nordic walking coach.
- Financial support – through our Merchant Company Almoner Service.
- Community lunch club – for something to eat and someone to eat with.

The Golden Years staff team is made up of: Service Manager, two Service Coordinators, Community Keyworker, Almoner, and Team Administrator.

2 Main Aims

As we move further along the path exiting the pandemic, now more than ever we understand the importance of people being together and the need for human connection.

By supporting those we work with to engage with their community, we are enabling connections, both social and practical, which will sustain and empower that person to remain independent and have 'more good days'.

The Community Groups Builder will use a Community Capacity Building approach to create opportunities for older people to come together in their community and share experiences. You will engage and build relationships with the older community members to find out what their needs and interests are and will develop participant-led groups in response.

Key outcomes:

- Build trusted relationships with community members. Establishing modes to communicate need and interests.
- Build up relationships with members of the community and local businesses/schools/GP surgeries etc in selected key areas of Edinburgh with a view to explore and develop local capacity.
- Enable the development of autonomous and resilient local areas which support older people to remain independent at home.
- Maintain a continued analysis of gaps in services which result in the unmet needs of older people.
- Identify innovative use of spaces in the community which could be used for groups to meet up.
- Develop social/activity/specialist groups in the community.
- Gather data and compile case studies to evidence impact through reporting.

This post is initially funded for 9 months from the National Lottery Community Fund. However, the role will be a pilot which will influence and shape how this part of the service moves forward.

3 Tasks and Responsibilities

- Build relationships and connections where there is greatest need in Edinburgh and inform a plan for capacity building.
- Seek understanding of the existing assets, how they meet the needs of local people and where gaps exist.
- Engage with and build relationships with local older people, seeking out spaces to bring them together.

- Learn of their needs, interests, the challenges they face and what matters most to them.
- Identify local people to support you in your role, including; residents, business owners, other professionals, volunteers etc.
- Encourage and support older people to use their voice and raise awareness of the community amenities that matter to them and would help them to remain independent at home and have more good days in their community.
- Significant support and resource will be required initially, but the long-term goal should be to promote autonomy.
- There will be a requirement to ensure methods are in place to capture the impact of the work and prepare regular reports as required by our funder (In line with 'system change' Cyrenians favour methods which are qualitative and use storytelling and testimony).

Other Duties

- This post will form a key part of the wider Golden Years team and the successful candidate will be expected to work closely with colleagues in developing this work.
- Through existing general knowledge, seek to understand the needs of older people in a more specific way.
- Link locals to services and resources available through your extensive knowledge of the service landscape.
- Where need is unmet due to lack of services or resources this information is maintained in a gaps analysis and used as evidence to present to relevant funding bodies.
- Some data gathering will be required in line with project goals and aims but the success will not be measured against aggressive targets and KPI's which we believe serve only to limit the impact of the work.

4 Person Specification

Knowledge Knowledge and understanding of the needs of older people. Knowledge of Community Work, Community Development and/or Community Capacity Building approaches.	Essential
Experience Proven experience of working in the field of communities. Proven experience of working with older people in community-based settings.	Essential
Skills Ability to work independently and autonomously. Able to foster relationships and gain trust through excellent interpersonal skills. Excellent skills in planning and developing. Highly organised and innovative. Able to demonstrate digital competency across a range of applications.	Essential
Qualities Should be approachable, personable and resilient.	Essential

Approach Have a values-led approach; relationship first principles applied in practise; will endeavour to achieve aims through inclusive and collaborative working.	Essential
Qualifications Community Work at HNC or Degree Level or can demonstrate sufficient experience.	Desirable
Circumstances Able to work flexible hours in line with the requirements of the Service. Ability to travel independently across the area of the service. Hold a full driving licence and have use of own car (full expenses will be reimbursed).	Essential

5 Terms & Conditions

<u>Employer:</u>	Cyrenians
<u>Accountability:</u>	Cyrenians Board of Trustees (via the Chief Executive of Cyrenians)
<u>Line Manager:</u>	Service Manager
<u>Liaison with:</u>	Other Cyrenians staff, particularly in Prevention Services; Edinburgh Health & Social Care Partnership staff; Third Sector Organisations, partner organisations, other staff and volunteers in resources dealing with older people based in Edinburgh.
<u>Workplace:</u>	Cyrenians head office in Edinburgh, although we operate a blended working model, and much of your time will be spent directly in the community.
<u>Working Hours:</u>	21 hours per week (flexible options can be discussed).
<u>Annual Leave</u>	25 days plus 10 public holidays
<u>Salary:</u>	£28,639 per annum pro rata (fixed scale point 28). This equates to £16,255 per annum for a 21 hour week
<u>Pension:</u>	Auto-enrolment into Qualifying Workplace Pension Scheme (QWPS) which is a Group Stakeholder Pension Scheme – current contributions being 5% employee and 3% employer. Option of enhanced Employer contributions to the same QWPS of 6% initially, rising to 9% after 2 years and 12% after 5 years (subject to employee contributions of 6%)
<u>Disclosure:</u>	PVG Scheme membership required.
<u>Duration:</u>	The role is currently funded until 31 st March 2023.

6 Closing Date and Interviews

<u>Closing date:</u>	12 noon on Monday 30 th May 2022
<u>Interview date:</u>	Week commencing 6 th June 2022

Please refer to the Recruitment Information leaflet for further information on completing and submitting your application form.