

JOB DESCRIPTION & PERSON SPECIFICATION: PROJECTS WORKER

1 JOB DETAILS

Job Title	Projects Worker
Hours	34 hours per week
GOR	Required to have a genuine and active Christian faith and commitment
Salary	Points 16-19: £10.52 - £11.32 per hour (£18,599.36 - £20,013.76) (dependent on qualifications and experience)
Location	The job holder is based at Street Connect's main office in Glasgow, but the post will involve travel and work at other locations

2 JOB PURPOSE

To work as part of the Street Connect team seeking to develop and deliver community recovery support through a range of different routes to both male and female service participants who have a background of complex needs such as addiction, homelessness, and mental health issues, who are now at different stages in their recovery journey. This will include both those in aftercare who are living independently and free from such issues and those at an earlier stage in their recovery.

Supporting church partners and volunteers will also be a focal point of this role.

3 MAIN RESPONSIBILITIES

Responsibilities	Approximate % of time
<ul style="list-style-type: none"> Active involvement in Street Connect's range of services, namely, street outreach; drop-ins; recovery groups; rehab referrals and aftercare support. Working alongside church partners and key volunteers within the churches to carry out Street Connect services will also be a key element of the role 	40%
<ul style="list-style-type: none"> Supporting individuals on a one-to-one basis who are committed to recovering from addiction and associated issues 	30%
<ul style="list-style-type: none"> Communicate and network with external organisations 	15%
<ul style="list-style-type: none"> Administration work in relation to upkeep of participant records and reporting of project data 	15%

4 PLANNING AND ORGANISING

- Planning and organising one-to-one consultations with and for men and women.
- Scheduling appointments with external organisations, etc.

5 PROBLEM SOLVING

- Consider the best approach to dealing with each participant
- Provide clear support and guidance to participants where necessary
- Responding with care, sensitivity and understanding to the issues, concerns, and complex situations that participants experience and share, determining the best approach in dealing with participant issues.

6 DECISION MAKING

- Prioritisation of own work
- Make decisions on the best option for each participant
- Make decisions in emergency situations in line with procedures that are set out.

7 KEY RELATIONSHIPS

- Line Management - the post holder will be line managed by the Partnership Coordinator and given tasks in line with the day-to-day requirements to deliver Street Connect activities
- Staff - the post holder will work alongside other staff to help deliver the work of Street Connect
- Church Partners – the post holder will support the key individuals in the church partnership
- Volunteers - the post holder will work alongside the volunteers.

8 KNOWLEDGE, SKILLS AND EXPERIENCE NEEDED FOR THE JOB

The essential qualifications and characteristics that will be required of the person undertaking the role are:

- Must have Level SVQ3 in Health and Social Care, or equivalent as listed by SSSC as appropriate for the post, or willingness to work towards this to work towards this
- Experience in delivering community recovery support
- Experience of working with people in addiction, mental health, and homeless people
- Ability to facilitate group work

- Ability to deal with all matters in confidence, with sensitivity, tact, and diplomacy
- An understanding of mental health and addiction issues
- Ability to deal appropriately with challenging behaviour
- Administrative skills and experience
- Excellent interpersonal skills
- Flexibility to respond to a changing environment
- Ability to maintain clear and accurate records
- A commitment to working in partnership with other organisations (including church partners) to fulfil the organisation's aims and objectives
- Required to have and be able to evidence a genuine Christian faith and commitment as an occupational requirement
- Current UK driving licence (Is desirable but not essential).

9 DIMENSIONS

- The post holder will have considerable dealings and communication with participants, external agencies, church partners, staff and volunteers
- The post holder will record work with male and female participants
- The post holder will take part in on-going training and personal development
- The post holder must be willing to do any other reasonable work-related tasks as requested by the management team
- The post holder will participate fully in supervision and appraisal procedures.

10 JOB CONTEXT AND ANY OTHER RELEVANT INFORMATION

- The post holder is required to respond to questions about the Christian faith from personal experience, to contextualise Street Connect's Vision of working with vulnerable people as an expression of Christian love in action
- The post holder is required to have an active Christian faith based on the face to face contact the post holder will have with service users in facilitating their increasing independence through physical, emotional, and spiritual support
- This post, under the Protection of Vulnerable Groups (PVG) Scheme undertakes regulated work as part of the normal duties and therefore requires an enhanced disclosure and membership of the PVG scheme
- Holiday entitlement will accrue during the contract period in line with current pay and conditions policy.

11 CREATION AND REVISION

Created	16/09/2022
For Review	16/09/2023
Reviewed and updated	