**NORTH BERWICK COASTAL COMMUNITY CONNECTIONS**

**Job Specification for the Role of Compassionate Community Co-ordinator (North Berwick Coastal)**

10 hours per week for an initial period of 3 months, subject to review of funding with possibility of extension thereafter. Rate of pay £14 per hour equivalent to £25,480 annual full-time salary.

North Berwick Coastal Community Connections (NBCCC) are looking for a Compassionate Community Co-ordinator, initially based at home but also regularly working alongside NBCCC team members at local venues and attending monthly team meetings. They will report to the joint line managers, which are NBCCC Project Manager and our North Berwick Compassionate Communities (NB CC) partners.

**North Berwick Coastal Community Connections (NBCCC)** was set up in June 2019 by the North Berwick Health and Wellbeing Association, to engage with people experiencing the impact of loneliness. NBCCC was awarded charitable status in 2020. The focus of NBCCC is to help members to re-engage with the community through social contact and kindness. Some people find it difficult, for any number of reasons to engage with the community, and can then become lonely and feel isolated. COVID has added additional barriers and, for some people, the prospect of leaving their homes and connecting with others is extremely daunting. For those with a terminal diagnosis, this can be profoundly difficult.

**North Berwick Compassionate Communities (NB CC)** is a small volunteer led community development project. Between 2015-2020 NB CC had been coordinating compassionate community awareness raising events for both Absent Friends & Demystifying Death weeks. The project was delighted in 2020 to be announced as one of five projects to be part of the national Truacanta Project. NB CC as part of national project has developed a programme work from 2021- 2023 including: online events; events at Fringe by the Sea, Absent Friends week; working in partnership with local art group pARTicipate to develop an inspiring community art display; in partnership with St Columba’s Hospice developed a Compassionate Neighbour project; facilitating online End of Life Aid Skills for Everyone (EASE) training.

Aims of NB Compassionate Community (NB CC): “By supporting the growth of conversations around a topic area that our culture finds hard to talk about, namely death, dying, loss and grief, our vision would be the emergence of a more compassionate community in North Berwick. The community could be more capable of offering the right support, whether emotional, or practical, when it is needed the most’.

*Compassionate Communities: creating conversations and confidence in our community around talking about death, dying and grief.*

We require someone to work along with our NBCCC Community Connections team to further build the North Berwick Compassionate Community. A more resilient and compassionate community will help to reduce the isolation and loneliness that many people experience when facing a life limiting diagnosis and bereavement.

**Aims and Objectives of the Compassionate Community Project:**

To further support the development of the North Berwick Compassionate Community that will address dying, death and bereavement. The post holder will work with a public approach to creating a Compassionate Community.

***Objective A:*** The Compassionate Community Co-ordinator will undertake the EASE (End of Life Skills training) and facilitator training within the first six months.

**Outcome 1:** They will recruit participants and facilitate two local EASE training courses annually. One course will be online and one course will be face to face. The training takes 8 hours over four weeks plus home work of 1-2 hours per week, totalling 16 hours.

***Objective B****:* The Compassionate Community Co-ordinator will adopt a public health approach to developing a Compassionate Community in North Berwick.

**Outcome 1** The Compassionate Community Co-ordinator will hold two Public Awareness Events annually. One event will be during Demystifying Death Week (May) and one event will be during Absent Friends Week (November). It is expected that local organisations will be involved in such events.

**Outcome 2** The Compassionate Community Co-ordinator will network and work with local organisations and groups to hold ‘conversation’ about death, dying and grief events across the year.

**Outcome 3** The Compassionate Community Co-ordinator will maintain a network of local people who have undertaken the EASE training and hold networking and development events as appropriate.

**2. Responsible for:**

Members and volunteers and general public

**3. Key Objectives:**

Please see Project Aims and Objectives (above).

The Co-ordinator will be expected to:

* Review, measure and report outcomes.
* Adhere to policies & procedures of the project including those relating to Safeguarding and Duty of Care.
* To undertake statutory and mandatory training to meet the requirements of current legislation.
* To attend in-house and external training courses as identified by the line manager.

**4 Supervision and Accountability**

To comply with supervision policy, which includes regular supervisions with the Line Managers.

**5. Confidentiality**

All staff must respect the confidentiality of any matters they may learn in the course of their duties relating to members, staff, and the general public as well as matters of business concerning the project.

**6. Previous Experience**

We would welcome applications from people with a professional background in Health and Social Care, and relevant qualifications, in either the statutory or voluntary sector. Experience working in Public Health/Health Promotion would be an advantage.

**7. Equal Opportunities Statement**

NBCCC welcomes diversity in the people we provide a service to and in our workforce. Diversity is not just seen as something to aim for but as something to be valued and an asset in delivering different services to different people.

NBCCC recognises that certain groups and individuals are discriminated against in society and is committed to ensuring that equal opportunity becomes an integral feature of all its activities.

All employees are required to comply with NBCCC’s Equality and Diversity Policy.

The duties and requirements in this job description are not exhaustive and amendments and additions may be required in line with future policy changes.

*Please read the background information provided before applying*.

Please then complete and send the application form and Equality and Diversity Monitoring Form, ideally as attachments with a covering email, to:

Lyndsey Gdulewicz at [admin@nbc-communityconnections.org](mailto:admin@nbc-communityconnections.org)

**Closing date for applications is Friday 26th May 12 noon.**