Job Description

* **Designation:** Family Support Worker Cost of living

**Responsible to:** Project Manager

**Salary:** £25,000 35 hours per week

**Purpose of Job:**

We have successfully secured funding through The National Lottery Community Fund for a Family Support Worker to work on our Practical Assistance to improve Health and wellbeing (PATH) project and will be hosted and managed by North Lanarkshire Disability Forum (NLDF).

The project compliments and adds to existing local provisions by focussing one to one support for people who are worried about the cost of living crisis. We want to ensure they are better supported within their community and can access and manage support that maximises their assets and helps meet personal outcomes. We are looking for a strong communicator to strengthen our existing team in helping people through this difficult time by further developing our support system to those we already assist. These supports may be online groups, face to face in our office or at the persons home so you must be comfortable meeting disabled people and their carers from diverse backgrounds. The cost of living crisis is affecting everyone so often this will involve having conversations around practical and emotional issues about finances, you should be able to reassure and create a place to discuss the current climate and the issues for people including mental health, housing, employment, benefits and relationships.  This role is to provide an opportunity for people to discuss and access practical support around cost of living issues in an informal way.

**Duties & Responsibilities:**

* To provide one to one support to people with a disability in North Lanarkshire
* Supporting disabled people to manage day to day cost of living issues
* To make referrals and signpost to the appropriate supporting agencies
* To liaise with key partners and record on existing database
* Deliver information sessions on Cost of Living, and manage a ‘forum’ type discussion area across all localities in North Lanarkshire using online and face to face mechanisms
* Represent the organisation and undertake networking activities in line with cost of living initiatives.
* Carry out related administrative support tasks, record work, add to existing database and maintain contacts systematically and appropriately
* To work collaboratively and positively with partnership agencies, service users and carers, a wide range of stakeholders and organisations
* Undertake information / project analysis
* Communicate information and issues, including briefings and reports
* Contributing to training and development workshops
* Any other duties as specified and agreed with Manager.

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|  | Essential | Desirable |
| **Qualifications:**  Educated to degree level /qualification in health / social care or ability to demonstrate relevant experience. |  | Desirable |
| Driving License and own vehicle | Essential |  |

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| **Knowledge/Experience** |  |  |
| * Person Centred approach | Essential |  |
| * Solution focussed | Essential |  |
| * Communication, social media skills and experience | Essential |  |
| * Planning and evaluation | Essential |  |
| * Working with a diverse range of partners | Essential |  |
| * Organising and participating in meetings and project groups | Essential |  |
| * Event management and facilitation |  | Desirable |
| * Demonstration of ability to work collaboratively across varied agencies and with service users and carers. | Essential |  |
| * Aware of the current impact of cost of living to those with a disability and low income |  | Desirable |
| * An applied understanding of the Third Sector and experience of working with community groups and/or service users and carers. | Essential |  |
| * Fundraising |  | Desirable |

**Conditions of Service:**

The post holder will be required to be flexible in respect of their working pattern and be prepared to work evenings and weekends as the post demands. This role is subject to a PVG check.

The post is offered on a full time basis at 35 hours per week.

25 days annual leave and 12 public holidays.

Travel Claims: paid at 0.45p per mile