

CHES
Job Description and Person Specification

Job title	Winter Project Support Assistant
Grade or salary range	£8.50 per Hour
Hours	9.30pm-11.30pm
Line Managed by	On duty Senior Night Support Worker
Responsible for	Assisting the senior night support staff in the safe delivery of the Winter Project to rough sleepers in Essex.
Job purpose	<ul style="list-style-type: none"> • To engage with single adults within the winter project, providing a safe and secure place to sleep and eat. • To provide guidance and help for service users under the guidance of the senior night support worker. • To assist the senior support worker as necessary

Areas of responsibility:

- Registration of service users
- Ensuring good set up of the facilities and that all service users have what they need
- Preparation of food and drink as required
- Ensure safe, smooth running of the winter project by working within the Code of conduct and the policies of CHES

Person specification

Skills, knowledge and abilities:

- To be able to represent the Charity and its Ethos to the rough sleepers in Essex and any visitors to the project
- Understanding of safe guarding procedures
- Able to work in a team
- Be keen to learn more about the effects of homelessness
- Ability to deal flexibly with a broad range of people with challenging behaviour
- Good communication and interpersonal skills

Experience, Education and Training

- Experience working with rough sleepers, homeless people or vulnerable clients (e.g. in outreach, day centres or similar services)
- Working within Charity/ third sector

Other Requirements required for the role

Appointment to this role may be subject to the successful completion of a DBS check

Job Description Agreed on _____

Post Holder's Signature _____

Job Title _____

Line Manager's Signature _____

Job Title _____