

CHES
Job Description and Person Specification

Job title	Winter Project Senior Support Worker
Grade or salary range	£12.50 per Hour
Line Managed by	Client Support Senior Manager
Responsible for	Other Winter Project staff and volunteers
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 clients who are rough sleeping. • To link/ refer clients to appropriate services.

Areas of responsibility:

- To lead and manage the team of paid staff (including security guard) to safely deliver the Winter Project
- Develop the vision for delivering the winter project in consultation with Client Support Senior Manager
- Oversee and implement strategies to that could see the project run all year round. As well as engaging with NHS and other services that could help to fund and work alongside the term of the project
- Ensure smooth running of the winter project by working within the Code of conduct and the policies of CHES
- Research and advise the Client Support Senior Manager on any legislative changes that effects the project
- To compile weekly project reports
- To attend a monthly morning project meeting at The Hub on New London Road
- On occasions, it maybe necessary to collect, or return items for the project to The Hub

Person specification

Skills, knowledge and abilities:

- To be able to lead and manage a team of staff and volunteers
- Able to network and develop relationships with other agencies in the community

- To be able to represent the Charity and it's Ethos in the community
- Understanding of safe guarding procedures
- Good interpersonal skills/ Good IT skills / Report writing skills
- Able to lead and develop team
- Planning and management skills
- Knowledge of health and safety requirements
- Work within the existing framework of CHES
- Able to resolve conflict

Experience, Education and Training

- Leading and managing staff, volunteers and projects
- Experience working with rough sleepers, homeless people or vulnerable clients (e.g. in outreach, day centres or similar services)
- Working within Charity, third sector
- Networking and developing relationships with community agencies
- Data collection and report writing
- Assessing clients and producing support pathways

Other Requirements required for the role

Appointment to this role will be upon the successful completion of a DBS check

A full driving licence

Job Description Agreed on _____

Post Holder's Signature _____

Job Title _____

Line Manager's Signature _____

Job Title _____