



HEALTH FOR ALL (LEEDS)

Time to Shine Connections Project Worker Healthy Communities

JOB DESCRIPTION

SALARY	£19,219.00 Full Time Equivalent £11,531.41 Actual per annum
HOURS	21 hrs per week
OFFICE BASE	Health for All Offices
RESPONSIBLE TO	Health for All Trustees
RESPONSIBLE FOR	Volunteers
REPORTS TO	Connections Coordinator

MAIN PURPOSE OF POST

- To work on the Time to Shine Connections project, reaching out to socially-isolated older people, engaging them through activities which help older people (50+) become more active.
- To work with the Project Co-ordinator, sessional staff and volunteers (community connectors) to achieve successful project delivery.
- To support the Coordinator to develop project activities which engage older people, offering intensive 'hand holding' and practical support to increase confidence to socialise more.
- To develop strong links with socially- isolated older people including men and older socially-isolated people within Eastern European and African communities.
- To develop, plan and organise project activities which are fun filled and provide need based socialising opportunities in community venues that are safe and familiar places for older people.
- To support the project delivery by assisting the Project Coordinator on monitoring and evaluation for the project, contributing to the 'Test and Learn' approach.



Duties

1. To support the Coordinator in the development of the project working with socially-isolated older people 50+ and volunteers including outreach, publicity and delivery of activities and monitoring.
2. Take initiative in planning and delivering project activities and events alongside the Coordinator.
3. There are specific targets to be met especially reaching out to socially-isolated older people through creative engaging activities. To conduct regular contact with churches, older people's projects, activity groups, local shops/ pubs, social clubs to outreach and increase opportunities for isolated older people to meet each other, share and learn from each other.
4. To support the recruitment and supervision of volunteers (community connectors) for the project
5. To offer support in completion of Time to Shine evaluation questionnaires alongside the sessional staff as well as the coordinator.
6. To develop creative, innovative activities in the area engaging socially-isolated older people.
7. To monitor and record details of meetings, events, activities, and numbers of participants.
8. To obtain feedback through feedback forms, focus group discussions with small groups of participants as required by TTS monitoring requirements.
9. To attend HFA team meetings and Time to Shine delivery partner meetings as required.
10. To undertake training and attend professional development activities as appropriate.
11. To carry out the duties of the post with regard to Health for All's Safeguarding Children's policy, Safeguarding Vulnerable Adults Policy, Equal Opportunities, Data Protection Policy and other policies
12. To undertake any further tasks required to further the aims and objectives of Health for All.