

Tron St Mary's Community Project

Background/History:

Tron St Mary's is a church in the North area of Glasgow, which has a passion for working in the community.

We are offering an opportunity for you to play a part in the further development of our community project which supports families in Balornock and surrounding areas and raises environmental awareness.

We offer one to one support, as well as group activities that build confidence, reduce isolation and promote health and well-being, enabling individuals to become more connected.

Our projects are designed to involve all members of the community and their families. We are looking for an organised and enthusiastic individual to enhance the service provided by the present team which consists of local community volunteers, our Family Support Worker and Climate Challenge Co-ordinator. Postholder would be required to work flexible hours including evening and weekends.

Fixed term contract until March 2019.

For further information or an informal chat about the post please contact Rhona Graham on 0141 389 8816

To apply for this post: Please email: RGraham@churchofscotland.org.uk enclosing a CV and covering letter.

Closing Date: 25st May 2018.

Interviews for the post will be held on 29th/30th May 2018.

This post is funded by the Voluntary Action Fund



Job Description

Job Role	Assistant Community Project Development Worker
Salary	The post is based on an annual salary of £23 000 pro rata Fixed term contract until March 2019. Pension included.
Line Manager	Parish Minister (Responsible to Management Group of Tron St Mary's Parish Church)
Location	Based at Tron St Mary's Parish Church, 128 Road, Red Balornock, Glasgow. G21 4PJ
Hours	35 hours per week (flexible, including evening/weekend opening times)
Main tasks	<ul style="list-style-type: none"> ▪ Supporting the Family Support Worker and Climate Challenge Co-ordinator with the organising and delivery of a diverse range of activities and community programmes, with reference to the Golden Connections Programme. ▪ To work in partnership with a range of Statutory, Voluntary and Community organisations in delivering core services. ▪ Develop opportunities relating to the use of our outdoor space. ▪ Establish drop in gardening sessions within the community garden for older adults and individuals restricted by health. ▪ Establish older adults women's group. ▪ Establish older adults men's group. ▪ Work co-operatively as part of a team – including sessional staff and volunteers. ▪ Undertake relevant administration duties including preparation of reports. ▪ Contribute to publicity of the Project. ▪ To participate in local community networks as relevant to the function and duties of the post. ▪ Contribute to Health & Safety as required.
Any other requirements	Participate in relevant continuous professional development Successful candidate will be required to register with Disclosure Scotland and enroll in the PVG scheme.

Person Specification

Attributes	Essential	Desirable
Education/Professional Qualification	Relevant qualification in social care, healthcare or community work.	Relevant experience and/or interest in horticulture and outdoor activity.
Career Experience	Experience of interagency/partnership working	Work experience in relevant field – paid or voluntary
Knowledge of	Understanding and working with vulnerable groups	
Skills / Aptitudes	<ul style="list-style-type: none"> ▪ Good teamworking skills ▪ Good communicator both written and verbal ▪ Health & safety awareness ▪ Experience of managing and leading groups ▪ Ability to work and engage with partners – both locally and citywide ▪ Understanding of issues around individuals and communities who experience disadvantage and deprivation ▪ A commitment to self-development and learning ▪ Excellent interpersonal skills • Ability to prioritise and manage own workload • A commitment to make use of training, support and supervision. ▪ A commitment to adhere to the Tron St Mary’s community project policies and procedures 	<ul style="list-style-type: none"> ▪ Excellent administrative and organisational skills ▪ IT proficient ▪ Respectful of the Christian values of the organisation