



POST:	Children and Families Worker (Firm Foundations Project)
LOCATION:	Derby
RESPONSIBLE TO:	Chief Executive
HOURS:	22.5 hours per week (3 full days or worked flexibly)
SALARY:	£12,168 plus 5% pension contribution (£20,280 FTE)
CONTRACT:	1 Year fixed term (with the potential of extension)

We are offering an exciting opportunity to join our growing charity, which works with refugees and asylum seekers arriving in the UK. Upbeat Communities is a Christian charity based in Derby and we work across Derbyshire – our mission is to **Help Strangers Become Neighbours**. We achieve this by focusing activities on three key areas: Welcome, Empowerment, and Awareness Raising.

The activities we deliver include welcome support for new arrivals to the city, language classes through our Derby Language School social enterprise, health and well-being activities, enterprise and employment training, awareness raising, training and events. We are currently partnering with the British Red Cross on a 4 year city-wide project called Survive & Thrive, and we deliver the Syrian Vulnerable Persons Resettlement Scheme in Derbyshire and Lincolnshire.

Context of the role:

Upbeat Communities has been successful in fundraising for a pilot project to support asylum seeker and refugee children and their families. The project, **Firm Foundations**, will provide a safe space for kids to be kids, and an encouraging and empowering environment for their parents to access the help they need to support themselves and their children.

Firm Foundations will offer a range of activities and support for asylum seeker and refugee children and their parents newly arrived in Derby, to help them with their integration, educational attainment, and their physical, emotional and mental wellbeing. This will include play and social activities, education provision, language learning, parenting advice, one to one support and signposting.

Whilst the project is only currently funded for one year, we will be exploring long term funding options for this work, determined by the evaluation of our pilot work.

The successful candidate will have a positive attitude and play an important part in delivering the best possible support to the children and families we work with. The candidate will be committed to, and actively demonstrate, our Christian values, ethos and practice in order to achieve our vision – **to see thriving positive communities where every refugee can contribute and make the most of opportunities.**

The post holder will be required to undertake an enhanced DBS check.

Purpose of the role:

- To provide a child-centred approach in supporting asylum seeker and refugee children in improving their integration, educational attainment and their physical, emotional and mental wellbeing
- To support and empower asylum seekers and refugees in parenting in the UK through information, guidance and sign posting

Main duties and responsibilities:

- Provide practical and emotional support to refugee and asylum seeker children through a child-centred delivery approach
- Develop and maintain a supportive and empowering relationships founded on mutual respect, trust and the strengths of children and their parents
- Plan and deliver weekly play and wellbeing activities for refugee and asylum seeker children
- Coordinate weekly family ESOL sessions for parents and refugee and asylum seeker children who are not in education (sessions will be delivered by a qualified tutor)
- Coordinate weekly homework club sessions for refugee and asylum seeker children who are in education (sessions will be delivered by a qualified tutor)
- Develop links with appropriate service providers, statutory bodies and other voluntary and community organisations in order to promote the project and develop referral pathways
- Support the recruitment and supervision of project volunteers
- Promote and facilitate parental understanding of children's needs and their legal parenting requirements through one-to-one and group work sessions
- Consult with and involve children and their parents in the development and delivery of the project

- Advocate on behalf of children and their parents with relevant service providers, statutory bodies and other voluntary and community organisations
- Encourage and support families to engage in community activities, and work towards integration and independence
- Contribute to the review and development of the project, including regular monitoring and evaluation
- Make an active contribution to the overall work of Upbeat Communities through team meetings, staff training, awareness and fundraising events, and any other appropriate activities
- Complete administrative tasks as part of the role, and also in support of Upbeat Communities as an organisation
- Be committed to, and work in accordance with Upbeat Communities' values and ethos, as well as adhering to all organisational policies and procedures

Person Specification

We are looking for an exceptional candidate who can demonstrate the following experience and skills. Please make sure you evidence each of these areas in your application.

Essential

- A minimum of 1 year's experience of direct work with vulnerable children and/or families using a child-centred approach
- An ability to listen to and communicate effectively with children and their parents
- Knowledge and understanding of the experiences and needs of asylum seeker and refugee children and their families in the UK
- Clear understanding of child protection and safeguarding best practice
- Experience of working with people from different cultures and backgrounds and an understanding of cultural diversity & equal opportunities
- An empathetic and compassionate outlook, whilst being able to maintain professional boundaries with those you work with
- Commitment to actively demonstrate Upbeat Communities' Christian ethos and values
- Experience of working with and supporting volunteers
- Good spoken and written English, with the ability to communicate to project participants, volunteers and external agencies

- Good administration skills and competence in using email and Microsoft Office (Word, Excel)
- Ability to plan and manage your own workload
- A team player with a helpful serving attitude and a positive disposition
- Ability to work flexibly and a willingness to work some evenings and weekends
- The right to work in the UK

Desirable

- An appropriate qualification relating to working with children and/or families (e.g. Youth & Community, Early Childhood Studies, Social Work)
- Ability to speak a second language relevant to the refugee communities we work with (e.g. Arabic, Farsi, French, Sorani, Tigrinya)
- Full UK Driving licence

What we offer as an Employer

- A positive working environment where staff are valued and cared for
- An inclusive and friendly staff team
- Regular support and supervision
- Clinical supervision with a qualified Therapist
- Regular opportunities for team building
- Flexible working conditions to promote a good work / life balance
- Annual team retreat to recharge, re-envision and build relationships across the team
- 25 days holiday plus 8 Bank Holidays for full time staff (pro rata for part time staff)
- A generous mileage allowance for travel required for work
- Opportunities for continued training and development
- Access to language classes through our social enterprise (Derby Language School)
- Competitive pension scheme (5% employer contribution matched by 5% employee contribution)

Deadline for the post is **12 noon on Wed 4th September 2019**

All applicants need to complete an application form – CVs will not be accepted

As part of the recruitment and selection process Upbeat Communities will take up two references

Email your application to jobs@upbeatcommunities.org or post to

Louise Mildenhall-Clarke
Finance and Operations Manager
Upbeat Communities
Overdale House
96 Whitaker Road
Derby
DE23 6AP

Interviews will take place on Friday 20th September 2019

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