
Job description

Job title: Community Project Worker

Salary: £10,000 per annum, term time only, 25 hrs per week

Initially one year contract

Job brief

We are seeking to appoint an experienced Community Project Worker to support Polish and Eastern European families with children living in Sandwell area in matters related to access to education and welfare through a newly established project between EWA CIC and Sandwell Borough Council.

The key aims of the project are to:

1. Establish a firm base, with a community project worker post for 12 months initially, to work with the existing EWA Management group to improve access to services and support through EWA operating in Sandwell.
2. Work together over the next 12 months to develop community led services and improved access to public services that meet the needs of the communities with respect to improved health, more relevant educational services and a partnership based approach to crime reduction and prevention, especially in relation to domestic abuse and excessive use of alcohol.
3. Secure sustainable funds for future years through focusing effort on a core bid to the national lottery for development work, and a series of other bids along with partners to tackle health, education and domestic abuse within the communities themselves

The Project will aim to develop appropriate relationships, activities and community networks between EWA, Eastern EU communities and council, police, schools, CCG, Sandwell Women's Aid and other Voluntary organisations.

Key responsibilities:

- improving links with police officers and other frontline staff to work directly with EWA to build confidence in direct communication and engagement on community safety matters
- improving access to domestic abuse services for the Eastern European communities
- an advocacy service in West Bromwich to help people find the support they need from voluntary and public services

- developing clear strategy for providing access to appropriate schooling for children whose first language is Polish, Russian or another eastern European language.

You will serve as the main point of contact between the families and service providers such as the Council, Children Services, police, CCG, schools and Women's Aid. You will be responsible for gathering necessary evidence, signposting and acting as a facilitator for the families identified as being at risk of exclusion and isolation.

Requirements:

- Proven experience as a community project worker, social worker or counsellor
- Integrity and professionalism
- Ability to operate within a wide range of environment, personalities and backgrounds
- Excellent communication skills and high emotional intelligence abilities
- Solid knowledge of the UK educational system and school admission procedures
- IT competent
- Relevant degree: education, SEN, EAL, teaching, psychology, sociology, social work

Main duties:

- working with the Council staff, police, Children's Centres alongside Family Support Workers & Social Workers
- Conducting home visits (joint with other professionals and on your own)
- Supporting families with completing forms, such as: medical forms, benefits forms, educational forms, etc.
- Gathering evidence, completing data and reporting back to the management of EWA on a weekly basis