

Assistant Facilitator - Job Profile

Organisation Purpose and Scope

Centre 81 is in a position where the advent of Covid-19 pandemic has caused widespread and unprecedented transmission of coronavirus infection. It is widely recognized that individuals from Black, Asian and Minority Ethnic (BAME) groups and those with underlying health conditions are particularly susceptible to coronavirus. These conditions include those with illnesses affecting their heart, lungs and immune systems as well as those with diabetes and/or obesity.

88% of our Skills & Activities members are perceived as being vulnerable. 62% are wheelchair dependent and 16% need one to one support for all meals, snacks and drinks. High numbers of our members have been diagnosed with diabetes and/or overweight with many having a BMI that is more than 30. Additionally, many of our members have complex social and/or medical conditions to manage.

Centre 81's role is to offer our members appropriate support, facilitate social interaction in a non-institutional way and assist our members to improve the quality of their life. It is important for the long-term sustainability of the organisation that we continue to provide cutting edge, person centered services to our members, which enhance their individual and collective resourcefulness and resilience.

Centre 81 has become a really important place supporting our members and providing training and volunteering opportunities for those who wish to work positively, developing their professional expertise within the care sector supporting adults with a range of disabilities, to develop critical skills and enjoy life. The overall aim is to safeguard Centre 81 so that it has the capacity to offer its services to our current and future generations.

Core Values of Centre 81

Centre 81 ethos is to work with members from a person-centered approach that acknowledges each individual is the expert in their life, knows what matters to them and how they wish to live their life. By acknowledging each person's uniqueness and working with them with respect and dignity, Centre 81 aims to address all forms of discrimination, particularly on the grounds of disability and promotes the rights of its members. Centre 81 actively encourages social inclusion and through this access to greater independence and reduce social isolation.

Assistant Facilitator - Purpose and Scope

To support members working from a person-centered approach in a Covid 19 safe environment. Being continuously mindful of the importance of social distancing, regular hand washing and the need for to work with members in your designated 'bubbles/areas'.

Organisational Relationship

- Line Manager – Julie Charles, Skills & Activities Manager.

Key Information

- Mon – Thurs inclusive
- 28.5 hours per week including ½ hour unpaid lunch break – 26.5 paid hours
- Salary £8.72 per hour
- Annual Leave: 28 days per annum including bank and public holidays per rata
- Statutory sick pay (SSP) only.

Duties

Reports to the Skills & Activities Manager or delegated other.

Principle Duties and Responsibilities

Skills & Activities members:

1. To balance the right for all S&A members to embrace a person-centered lifestyle with Centre 81's Duty of Care.
2. To work positively alongside S&A members providing them with appropriate support to develop their skills, experience new ventures and achieve their aspirations.
3. To assist S&A members to learn new skills and to learn new ways of undertaking past skills that have become a struggle due to the onset of progressive diagnosis.
4. To provide mentoring support to specific S&A members as advised by the S&A manager facilitating and recording achievements with the S&A member.
5. To work positively with individual members on a one to one, to work with groups of members and to work with other facilitators with individual members and within a group activity.
6. To respect members rights to privacy, dignity and confidentiality.
7. To assist members who need help during mealtimes (be aware of swallowing difficulties, dietary requirements etc.
8. To undertake personal pampering duties, assisting members sensitively and respectfully with their personal care as a matter of right and in doing reduce their perceived levels of burden and gratitude.
9. To promote equality, diversity and rights of the members to assist members to regain their self-esteem and confidence.
10. To assist members with managing the restrictions in which Covid 19 brings.

Centre 81 Staff

11. To develop positive professional working relationships with facilitation and other Centre 81 staff.
12. To continually promote independence and community presence as directed by Centre 81 policies.
13. Ensure that you do not unwittingly collude with members or colleagues about the professionalism of staff or volunteers who work at Centre 81.
14. To support colleagues in a positive manner so that the team can deliver required levels of support.

General Requirements

15. To be fully involved in supervision discussions and follow through identified actions.
16. To ensure, as far as is reasonably practicable, observance and adherence to the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999.
17. To follow all government guidelines regarding Covid 19 .
18. A commitment to anti-oppressive practice and equality of opportunity.
19. To undertake evening and weekend work as required.
20. To undertake any other duties required that are commensurate with position and salary.