

The Minehead Hope Centre Trust

Project Worker 2024

ABOUT THE ROLE



Job Title	Project Worker
Location of project	The Hope Centre, c/o Minehead Baptist Church, 4 The Parks, Minehead, TA24 8BS
Salary	£14 per hour (£8,760 pa)
Hours	Part-time, 12 hours per week – primarily, Tuesdays and Fridays between approx 9 am – 2 pm, with other hours by negotiation
Length of contract	Initial contract of 1 year, subject to a successful 6 months probationary period. Extension of contract will be subject to further funding.
Employer	The Minehead Hope Centre Trust (TMHCT) – the Charity responsible for THC and all its activities. The successful candidate will be accountable to the Trustees of TMHCT
Team	You will work as part of a team with one other Project Worker, and a rota of approx 20 volunteers
Annual leave	Annual leave will be negotiated with the Trustees, but will be 5.6 weeks, pro rata, including public holidays
Other benefits	Pension contribution, Statutory Sick Pay and Statutory Maternity / Paternity / Adoption Pay
Training	Training will be provided as necessary
References	Appointment will be subject to satisfactory references. References will be taken up after the post is offered to the successful candidate. One should be from their Church leader / Pastor
Safeguarding	Appointment will be subject to proof of the right to work in the UK. and Enhanced DBS clearance

ABOUT US

Background

The Minehead Hope Centre Trust (TMHCT) is an independent charity based at Minehead Baptist Church, close to the town centre. As a Christian charity, it was set up “to show the love and compassion of Jesus Christ to all those with whom it comes into contact during the course of its operation”. This fundamental aim is reflected in our organisation’s ethos, and impacts the whole way we work.

For over 12 years TMHCT have operated as The Hope Centre (THC) and supported members of the local community who are homeless, have problems associated with drugs/ alcohol, or mental health issues or are lonely or vulnerable in any way.

We aim to help our clients, at whatever stage they come to us, to recover and live their lives to their full potential, through appropriate support and advice, but starting by offering Christian hospitality, friendship and hope.

We do this primarily by operating a drop-in centre two days per week, currently TUESDAY & FRIDAY 10.30am to 2.00pm, including the provision of a hot meal, access to internet, showers, laundry and other facilities.

In 2022 THC was awarded the Queens Award for Voluntary Service in recognition of its work. In order to build on the success of THC, we are looking for a suitable person to be a second Project Worker to contribute their gifts to the current service and help shape future developments.

Our Ethos

We are motivated by our faith in Jesus Christ, and the 'hope' we offer is based on our belief that regardless of an individual's background and circumstances, Jesus Christ offers hope for all. This hope is founded on His life, death and resurrection, and inspired by His message and example, through which God's unconditional love for all people is expressed. We believe too that it is in the nature of God's love that He allows us the freedom to choose whether or not we receive and respond to it.

We also recognise that none of us is perfect, whatever our role in the organisation, and all have the potential to learn and grow through the difficulties which can arise.

In this way, our ethos, or motivation, and therefore our relationships are rooted in our faith in Jesus Christ, and in his love, which compels us to serve others, putting their needs first. THC operates on the understanding that our activities are simply an outworking of our faith. We believe in the power of prayer to transform situations, and therefore aim to approach what we do prayerfully, seeking the wisdom and empowerment of the Holy Spirit.

JOB DESCRIPTION

(i) Job purpose

Overall, the job is a way of expressing God's love to all who have contact with the centre, but **the key role of each Project Worker is to help clients of THC reach their full personal and spiritual potential.** Working closely alongside the Trustees, the other project worker(s), and a team of committed Volunteers, they will contribute to creating a welcoming and listening environment for all who drop in, reflecting the love and compassion of Jesus Christ and sharing the hope that He offers.

(ii) Specific Responsibilities The project workers together

- Organise/oversee the tasks necessary for the operation of the Centre
- Ensure the safety of all involved
- Encourage and create opportunities for clients to explore the Christian faith and/or pray with/for those who would like it
- Arrange practical help for clients as appropriate and help them make choices about their longer term goals
- Recruit, manage and motivate a team of volunteers and assist with organising relevant training
- Make necessary purchases and keep records as appropriate
- Liaise with voluntary and statutory agencies and local churches as required.
- Help facilitate our social media presence and assist the trustees with occasional fund-raising events
- Comply with all THC policies and procedures and assist trustees to review these
- Participate in, and share in leading staff meetings, including praying for the work of THC
- Undertake other such tasks as needed in support of the activities of THC
- Take turns in holding THC's mobile phone, for occasional out-of-hours enquiries

PERSON SPECIFICATION

<p><i>There is an occupational requirement that the person appointed to this role be a committed Christian. The Occupational Requirement provision of the Equality Act 2010 applies.</i></p>	<p>Priority: E = Essential D = Desirable</p>	<p>Assessed through: Application form – A Interview – I Presentation – P</p>
<p>Experience</p>		
<ul style="list-style-type: none"> Evidence of a committed personal faith in Jesus Christ and active current involvement in a Christian church 	E	A / I
<ul style="list-style-type: none"> Ideally, will have had some practical experience in adult social care or a related field (paid or voluntary) 	D	A / I
<p>Personal Qualities / Attributes</p>		
<ul style="list-style-type: none"> Be motivated by Jesus' call to serve those in need, and committed to a practical application of your faith in a work context 	E	A / I
<ul style="list-style-type: none"> Be able to maintain a professional manner, including in situations of heightened emotion 	E	I
<ul style="list-style-type: none"> Be forward-thinking, adaptable and willing to learn 	E	I
<p>Knowledge, skills & abilities</p>		
<ul style="list-style-type: none"> Be able to relate well to different types of people, in ways which reflect the love and compassion of Jesus Christ and model Christian values 	E	A / I
<ul style="list-style-type: none"> Be a good listener and able to communicate clearly in person and in writing 	E	A / I
<ul style="list-style-type: none"> Understand the importance of confidentiality and its limits 	E	A / I
<ul style="list-style-type: none"> Be able to work as part of a team in ways which reflect and support the Christian ethos of THC 	E	I
<ul style="list-style-type: none"> Ability to present or facilitate a short, simple Christian message of hope in relevant ways 	E	A / P / I
<ul style="list-style-type: none"> Good organisational and time management skills - able to initiate, prioritise and ensure necessary tasks are completed 	E	A / I
<ul style="list-style-type: none"> Be able to motivate and encourage others 	E	A / I
<ul style="list-style-type: none"> Basic computer and social media skills 	D	A / I
<ul style="list-style-type: none"> The ability to drive and use of a car would be an advantage 	D	A