

Job Description: Outreach Worker (Older People)



About us

St. Hilda's East is a vibrant Shoreditch-based charity with a 130-year history of supporting our diverse local community to connect with each other and new opportunities. We believe that everyone in Tower Hamlets deserves the same opportunity to grow, develop and achieve their potential. We run wellbeing, welfare, creative and social programmes across two centres; a large community centre in Shoreditch and the Sonali Gardens Day Centre in Shadwell.

About the Role

St Hilda's East operates several community projects from the community centre on Club Row, Sonali Gardens Day Centre and pop-up sites around the community. We are looking for a confident, friendly person to go out into the community to promote the services offered through LinkAge+ by:

- Building relationships with organisations and spaces where older people access services
- Attending venues where older people meet up
- Promoting the service directly to older people over the age of 50 encouraging them to engage in activities
- Reaching out to communities who are underrepresented in the activities

Reporting To: LinkAgePlus Coordinator

Workplace: This position is based at Sonali Gardens Day Centre

Salary: £25,642 pro rata **Hours:** 15 hours a week Monday & Tuesday, working 9:30-5:30 with some flexible hours require

Key Tasks/Responsibilities

- Attending venues that provide services and activities to older people, to promote the service
- Offering practical support to older people such as referring into agencies or activities that will offer them social connection, access to health or support to protect their rights
- Providing safety information and information about access to support and work in a variety of formats including leaflets and talks
- Offering activities that older people can do remotely (digital and not)
- Improving digital access through training and mentoring
- Offering in person activities focused on wellbeing and physical health
- Offering volunteering opportunities
- Actively supporting older people to shape the support they offer

General Duties

- To attend supervision meetings, staff meetings and relevant training courses as required
- To fulfil all duties in line with St. Hilda's East's policies (including Environmental, Equality and Diversity and Health and Safety)
- To carry out any other reasonable duties that are necessary for the smooth running of St Hilda's East Community Centre in line with the skills of the post holder

Essential skills/attributes

- An understanding of the needs of older people from a variety of different backgrounds
- A good understanding of working across a variety of sectors including voluntary and community groups and statutory sectors
- A knowledge of services and activities on offer to older people across the borough
- A confident, compassionate communicator using a range of formats
- Able to commute across the borough using public transport
- A good understanding and commitment to equal opportunities, diversity and inclusion, including understanding the needs of differing communities
- Creativity and problem-solving skills
- Commitment to learning and self-development
- Commitment to and ability to inspire commitment to St Hilda's East values and mission
- IT skills, confident in the use of Microsoft Office and social media
- Able to work occasional evenings and weekends, for which TOIL can be taken

Desirable Skills and Abilities

- Hold an Information, Advice and Guidance qualification
- Fluent in Bengali/Sylheti

Our Recruitment Policy

St Hilda's is committed to racial justice and wider inclusion and diversity. We are working towards a goal where our team fully reflects the diversity and difference in lived experiences of our local community.

St. Hilda's is committed to the highest levels of safeguarding and promoting the welfare of children, young people and adults with care and support needs. The successful applicant will be required to give a full chronological work history and all offers of employment are subject to reference checks and an Enhanced DBS check.