

**Job Title**

Settle at Home Volunteers Project Worker

Salary

£26, 213 per annum pro rata for 30 hours per week (FTE 0.81)

About Us

North Tyneside VODA is a leading organisation that provides invaluable support, advice, training and information to the voluntary and community sector in North Tyneside. Committed to the development of the voluntary and community sector, we will be delivering the Settle at Home Volunteers project, which will recruit, train and support volunteers to enable patients to return home confidently following a period of time in hospital.

Job Summary

We are seeking a dedicated and collaborative individual to join our team as Settle at Home Volunteers Project Worker. In this role, you will play a crucial part in the development and success of this new service. The Settle at Home Volunteers Project worker will recruit, train and support a team of volunteers who will enable patients to return home confidently following a period of time in hospital. The project worker will also engage local stakeholders to support the delivery of the service.

The service aims to support local residents in North Tyneside to settle in back at home after a stay at hospital. The service will provide emotional and practical support to patients over the age of 65 years who are leaving hospital and returning home.

Key Responsibilities

- To recruit, vet and induct a team of Settle at Home volunteers, including creating and advertising volunteer role descriptions, meeting with potential volunteers, and carrying out and monitoring relevant background checks.
- To work with stakeholders and project partners to co-design the Settle at Home offer, in order that it meets the needs of potential beneficiaries and does not duplicate existing services.
- Work with Northumbria NHS Foundation Trusts to receive referrals to support patients over the age of 65 years who are discharged from hospital back to their home in North Tyneside.
- To assess the suitability of potential volunteers and successfully match individuals to required tasks based on skills, interests and availability.
- To co-ordinate a responsive and adaptable project that meets the changing needs of volunteers and beneficiaries.

We are looking for someone who is



- Committed to supporting volunteers to bring about positive change in their communities.
- Experienced in coordinating and supporting volunteers.
- Uses a collaborative and co-produced approach to community development
- Has strong communication and advocacy skills
- Committed to maintaining a safe, valued and fulfilling work culture.

Why Join Us?

- Be part of a growing, talented and motivated staff team.
- Work in a fantastic new headquarters in North Tyneside.
- Build strong relationships with partners from across the voluntary, public and private sectors.
- Benefit from flexible working arrangements, contributory BUPA and pension scheme and generous car and cycle mileage allowance.

This post is funded for one year from the date of appointment.

How to apply

If you are enthusiastic about making a positive impact in the community, please download the application pack below and return your completed application form outlining your relevant experience and why you are the ideal candidate for this role to Kirsty.Christofi@voda.org.uk

For any questions about the Settle at Home Volunteers Project Worker role, please contact our Projects and Partnerships Manager Alex Henry on alex.henry@voda.org.uk

Application deadline

Thursday 1st August 2024 at noon

Interviews will take place on Thursday 8th August 2024 at the VODA offices, Wallsend Customer First Centre, Wallsend. NE28 8JR.

North Tyneside VODA is an equal opportunities employer and encourages candidates from all backgrounds to apply. We appreciate all applications, but only those selected for an interview will be contacted.