

Post title:	HIA-BCP Empowerment worker
Hours:	16 hours per week (increasing to 32 hrs in April 2024)
Contract:	Permanent subject to funding
Salary:	£11.75/hr to 12.75/hr = £22.6k to £24.5k PA plus 6% employer contribution to pension
Line Manager:	Homelessness Projects Lead, Faithworks (FW)
Internal links:	HIA-BCP team; HIA national team; Partner churches
External links:	Referrers, partner agencies, wider church

What is this all about?

One of Faithworks' big, audacious goals is to see the end of homelessness in our local area. We have developed the overall FW Arch programme that helps people make the journey from an old life of homelessness or addiction crisis to a new place where they have a secure home, strong community, and purpose in their lives.

Our programme has a desire to see people get off and stay off our streets and has led to new project opportunities.

We believe that people don't just need shelter; they need a home: a place of safety, a place for friendship. So, in 2021, FW became a local franchise of the national charity Hope into Action (HIA) that has helped churches and Christian organisations all over the UK to open **move-on homes**. We have partnered with HIA to provide homes for those escaping homelessness using HIA's highly successful and unique model. Local investors buy a property which is leased to Faithworks. We then work alongside local church teams to enable individuals or families to settle in, build friendships and find confidence for the future. Our vision is to have twenty houses in the BCP area; by September 2023 we had three with plans for a fourth.

A key role in this work/ ministry is the Empowerment Worker who is the "glue" working with all the different people (tenants, church teams, HIA, local agencies) to ensure that the houses are safe, purpose-filled and enabling the tenants to grow resilience and hope.

What is the Job purpose?

Overall success in this project will be seeing ex-rough sleepers successfully staying off the street and getting to the point where they are maintaining independence within a supportive community. The job has 2 main purposes:

Tenant Empowerment

- Support, empower and lead tenant journeys, from referral to the HIA house through to them getting into independent (but connected) living

Partner Church Empowerment

- Be a strong Christian witness and presence with all you work with, speaking at Churches, and helping raise awareness of BCP Hope Into Action

As well as seeing tenants successfully maintaining their tenancy, but also growing in their confidence (measured through self-assessment "ladder outcomes") and seeing them achieve their goals (through stories and examples of Little Victories). We want to

also see church teams giving great feedback about being part of the project, and more people praying for the homes.

Duties and responsibilities

1. Tenancy work

- a. Lead the assessment and referral process of potential tenants
- b. Lead the case work for each tenant; ensuring that all tenants meet their financial obligations to FWW, and encouraging tenants to manage their tenancies and build positive relationships; give advice and signpost to other agencies when necessary
- c. Ensure tenants are fully aware of the rules, boundaries and consequences of their actions
- d. Complete relevant paperwork as you journey alongside tenants and Partner Church volunteers, including monthly outcome reports for all tenants
- e. Make guided decisions around disciplinary measures required for tenants
- f. Ensure excellent records are kept of activity and training work; ensure "Charitylog" (in-house client-record system) is kept up to date.
- g. Meet and maintain house occupancy levels and understand house finances
- h. Write end of month reports for Line Manager; write six month letters for the investors, and contribute to Partner Church newsletters and prayer updates

2. Partner Church Team support

- a. Train and support church volunteers to fulfil their roles
- b. Keep church volunteers enthused and equipped for their roles.
- c. Keep partner churches informed and keep the project in the congregation's prayers.
- d. Assist with seeking opportunities to get new churches into partnership.

3. Team Support

- a. Support and work with the HIA Operations Administrator to ensure property inspections and repairs are carried out to standard
- b. Attend regular franchise meetings.
- c. Help support team with evidence /data for Investors Reports, reviews and reports as required for HIA Head Office

4. Spiritual

- a. Encourage & devote time in prayer for individuals, and join in joint FW prayer times for the totality of the Homelessness work
- b. Ensure access to spiritual support for clients through partner churches
- c. Facilitate, lead and take part in spiritual events such as church services, away days, prayer events etc.
- d. Contribute to partner church newsletters and prayer updates

5. Promotion and publicity

- a. Share ideas with line manager for raising awareness of Hope Into Action with wider partner/prayer/church groups; take communication opportunities

- b. Develop excellent working relationships with key statutory and voluntary sector partners, especially the local Rough Sleepers Team (St Mungo's), BCP Council and other BCP Homelessness Partnership members

6. Other

- a. Ensure that all activities comply with all FW policies (esp. Safeguarding, Lone Working, Confidentiality and Health & Safety); ensure safe working is understood and followed
- b. In all dealings with statutory sector, faith groups and the general public, demonstrate the FW' values and Christ's servant-hood nature;
- c. Whilst prioritising a workload consistent with the requirements of the role, undertake any other suitable duties as requested by the FW Homelessness Projects Manager.

Person specification:

The successful jobholder will need to be flexible in time, both in working patterns (evenings may be required if meeting with churches or volunteers) and in the range of activity.

Skills, Competences and Experience:

- Sound appreciation of the needs of vulnerable adults, and some experience of responding to such needs with care and sensitivity – knowledge of the issues around homelessness is essential;
- A clear understanding of safeguarding issues and ability to assess and manage risk.
- Evidence of excellent organisational skills with ability to learn and adapt systems, and evidence of great time management
- Evidence of excellent communication skills both in order to inspire trainees and tenants, and in order to get the best out of team members, volunteers, or churches;
- Evidence of excellent team working, including successfully working with volunteers or helping to organise unpaid groups of people to achieve a common task;
- Ability to actively listen, empathise and act accordingly without judgement or prejudice
- Excellent inter-personal skills and evidence of being able to influence people
- Ability to use a computer, in particular MS Office programs (especially MS Word).
- Ability to travel around the BCP area

Desirable skills:

- Evidence of the ability to lead and partake in Christian prayer and events
- Knowledge of the local VCS/Faith sector, and community support available in BCP
- Evidence of Health & Safety and/or First Aid training/competence
- Confidence in approaching and engaging with church leaders and partner leads

Key personal characteristics required:

- Committed to working under the basic tenets and Christian values of FW
- Passionate about helping those in need in the community
- Resilience, determination, perseverance and enthusiasm

- Able to model a high standard of integrity to church leaders, volunteers, referrers and clients
- A self-starter; takes initiative; but adaptable to changing situations with a willingness to learn new skills as systems and needs develop
- Flexible and always thinking about ways to improve the service.

This post is subject to an occupational requirement that the holder be a Christian under Part 1 of Schedule 9 to the Equality Act 2010

Please note that as this role will include working with vulnerable adults, anyone applying for a role which involves a regulated activity and certain controlled activity will require a criminal records check from the Disclosure & Barring Service.