

Community Project Worker
St Catherine's Church Centre
Community Project Worker



Job Title: Community Project Worker

Employed by: St Catherine's Church Centre, Doncaster Road, Wakefield WF1 5HL

Responsible to: Centre Manager, St Catherine's Church, Wakefield

Hours: 18 hours per week (6 hours/day on Tuesdays, Fridays, and one other weekday)

Salary: £14,886 per annum (£15.90 per hour)

Job Description

Purpose and key responsibilities:

- To enhance accessibility to health services for the most deprived communities in Wakefield including residents of Wakefield City Centre, Portobello, Belle Vue, and Agbrigg, and particularly ethnic minorities, vulnerable migrants, and people experiencing homelessness;
- To engage residents through the co-production of services, ensuring interventions are community-led;
- To build trust and address health issues such as chronic conditions, severe mental illness and hypertension in these residents.

Areas of Responsibility

Core Activities:

1. Community Outreach: Actively engage underserved communities through door-to-door outreach, local events and partnerships with schools and other organisations.
2. Workshops and Training: organise workshops on health topics such as managing chronic conditions, mental health awareness and nutrition.
3. Volunteer Coordination: Recruit and train local volunteers to act as community health champions, expanding the project's reach and sustainability.
4. Resource Development: Create accessible, multilingual resources on health services, tailored to the needs of ethnic minorities and vulnerable populations.
5. Partnership Building: Collaborate with local healthcare providers, community organisations, and public services to ensure a coordinated approach.

Measures and accountability:

6. Collect data and feedback on an ongoing basis to ensure accountability and measure success as follows:
 - a. Quantitative Metrics: workshop attendance, residents supported, service uptake rates.
 - b. Qualitative Feedback: testimonials, focus groups, resident surveys
 - c. Case Studies: highlighting transformative changes in health behaviours and access to services
 - d. Regular Reporting: to funders and stakeholders, ensuring transparency and continuous improvement.
7. Plan and monitor expenditure against budget, reporting to Centre Manager every month.

An Enhanced Disclose from the Criminal Records Bureau will be required for the post-holder.

Person Specification

Knowledge, Training and Experience
Educated to degree level or equivalent qualification/experience in a relevant subject area.
A minimum of 2 years' experience of working with vulnerable adults in the community.
Knowledge of or experience in project management.
Working knowledge of Microsoft Office applications
A good understanding of the health and social care environment.
Experience of presenting information to small groups and audiences
Communication and Stakeholder Engagement Skills
Communication and stakeholder engagement skills
Skills for nurturing key relationships and maintaining networks
An ability to maintain confidentiality and trust.
Independent thinker with demonstrated good judgement, problem-solving and analytical skills.
Planning and Management Skills
Skills for project management and effective organiser.
Ability to work on own initiative and organise own workload.
Understanding of and commitment to the principles of equality diversity and inclusion.
Commitment to understanding and continually learning about health and healthcare inequalities, prevention approaches.
Used to working in a busy environment and ability to cope with change.