

BROWNS

COMMUNITY SERVICES CIC

JOB DESCRIPTION

Job Title:	Homeless support volunteers
Responsible to:	project manager
Operational Area:	Maidenhead - Berkshire
Hours:	Monday – Friday 7.30am – 1pm (min of 2 hours within this time) Monday – Friday 4.00pm – 9.30pm (min of 2 hours within this time) Saturday – Sunday 10.00am – 2.00pm
Contract:	Volunteer role
Salary:	N/A
Travel:	All travel expensive linked to this volunteer role
Holiday:	n/a
Location:	Maidenhead - Berkshire
Start Date:	Mid December until end of March 2020

JOB SUMMARY

Browns Community Services focuses on breaking trans generational cycles and transforming the lives and wellbeing of socially excluded, disadvantaged and vulnerable people and families (18+) with multiple disadvantage.

Our Intensive support service is working in conjunction with Windsor & Maidenhead borough council to support clients in a small first stage homeless resettlement unit based in Maidenhead.

You will help support 8 men in a resettlement unit, that will provide specialist support to clients with multiple disadvantage with a variety of support needs including substance use, mental health difficulties, rough sleeping, criminal justice contact and self-care issues. The service aims to deliver a high-quality accommodation-based support service. During their stay, residents are supported by an intensive support worker to address their support needs and work towards independence.

We are looking for a passionate, committed and insightful volunteers, working with clients who have complex needs. You will also be dynamic with a solution-focused approach to helping vulnerable people make positive changes in their lives.

We are seeking volunteers from mid-Dec – March and will be open 7 days a week.

We are seeking volunteer between the following hours and travel will be paid

Monday – Friday 7.30am – 1pm

Monday – Friday 4.00pm – 9.30pm

Saturday – Sunday 10.00am – 2.00pm

HEALTH & SAFETY

Browns Community Services is committed to ensuring the health, safety and welfare of its employees and volunteers it will, so far as is reasonably practicable, establish procedures and systems necessary to implement this commitment and to comply with its statutory obligations on health and safety. It is the responsibility of each employee to familiarise themselves and comply with the organisation's procedures and systems on health and safety. Primary responsibilities are:

- To report all Health & Safety occurrences including potential hazards to line manager
- To comply with Browns Community Services Health & Safety Policy and Regulations
- To adhere to the Safeguarding Children & Vulnerable Adults Policy and Procedures.
- To adhere to the Safer Recruitment & Selection Policy & Procedure.
- To report any safeguarding incidents or concerns immediately to your Designated Safeguarding Officer or Lead Designated Safeguarding Officer.
- To complete any Safeguarding Awareness training as required by Browns Community Services CIC
- If required for your post, undertake an enhanced DBS check and maintain annual membership through the update service.

It is a requirement for this post that an enhanced DBS disclosure check, will be undertaken for the successful candidate.