



Job Description

Title:	Community Development Worker
Salary:	Point 12 on the NJC Pay Scale £24,496 per annum (based on 37 hours per week)
Hours:	Up to 37 hours per week, usually to be worked during normal office hours, with some evening or weekend hours required to attend external events. Part time hours can be considered by agreement.
Accountable to:	Team Leader - Communities
Location:	Uckfield, East Sussex and/or Hastings, East Sussex <i>Additional optional office bases at Eastbourne and Lewes with hybrid and/or remote working available.</i> The post includes significant travel within East Sussex and working across a range of community settings.
Job Purpose:	Using community development approach to raise awareness of carers and caring across East Sussex. Actively plan, reach out and engage with general public, local communities and local organisations in all sectors to increase early carer identification, reach to hidden carers and support for carers overall. Build visibility of the Care for the Carers and our services by developing partnerships, referral relationships and representing carers' voices in various local areas across East Sussex.
Functional Relationships with:	Care for the Carers colleagues and volunteers, Health and Social Care partners, voluntary and community sector partners.

Key Responsibilities:

1. Undertake a co-ordinated, strategic approach to community development, establishing community engagement plan, in line with the organisational priorities and in order to promote early carer identification and increase reach to hidden carers.
2. Prepare and facilitate information stands in community locations and at a range of events in order to raise awareness of carers and the support provided by Care for the Carers, and to build visibility of the Carers Centres within localities.
3. Engage with carers and members of the public face to face and on-line, to provide information about the support available from Care for the Carers and voluntary and statutory sector partners, making referrals as appropriate.

4. Encourage carers to prioritise their own health and wellbeing, and to access the support they are entitled to, including Carers Assessments and health checks.
5. Work with partners in the public and charity sectors to help them to identify carers, develop referral relationship and inform best practice in relation to carers.
6. Develop and maintain partnerships at the local level, raising awareness of carers and caring with local partners, businesses and communities, stimulating the development of carer resilience activity within communities.
7. Represent Care for the Carers at community forums and networking meetings, representing carers' voices and raising awareness of carers and caring.
8. Support the delivery of the occasional training sessions to groups of carers and/or professionals.
9. Ensure all work is recorded on the Care for the Carers database, monitor and evaluate work and provide clear reports on the progress and impact of our community development workstream.

General

1. Take an active part in team meetings and management meetings.
2. Actively participate in own supervision and training.
3. Act at all times in accordance with Care for the Carers' policies and in a way that will ensure the reputation of the organisation is maintained.
4. Carry out all the above with an understanding of and commitment to Equality and Diversity.
5. Carry out any other duties commensurate with the level of the post, as agreed with the line manager.

Please note, this Job Description is intended to outline the main duties of the post and may change as the post and organisation develops.

November 2022