

# Older Men's Project Worker

## **Background to the Role**

In 2019, in order to encourage more men to engage in our community centre activities we opened a men only space, which proved to be popular and resulted in the establishment and growth of a busy older men's social group and a men's discussion group.

We currently maintain telephone connection with group participants and other local, isolated men via our In-Touch phone contact service. As our previous worker has moved on, we are now looking for someone who can rebuild relationships with the diverse group of men that we work with, with a view to helping them with their current issues, supporting them to transition back to and continue with face-to-face activities when it is safe to do so.

## ***Job Context:***

Alongside our other services, Holloway Neighbourhood Group (HNG) runs a range of groups, projects, and services for older people who are otherwise socially isolated. Our Men's Social Club aims to provide a sense of belonging, social interaction and a chance to build friendships for men of varying levels of need, thus improving their feeling of wellbeing. This sits alongside our other social groups for older women and our mixed groups such as Coffee Mornings and Bingo and various gentle exercise activities. We want the post holder to engage and involve more men in a range of activities.

Older men tend to become more socially isolated, and have worse health outcomes, than women as they get older. This role will take a lead on our Men's Social Club, and Men Talk in particular.

We aim for the 'vibe' to be informal, in tune with the centre and the main goal is to reduce social isolation, but at the same time, participants have a chance to talk through important stuff in a relaxed, social and non-clinical environment. This could be anything from what's on TV, to worries about money, health, or emotional wellbeing.

In addition, we want to encourage peer support. Building a sense of ownership for group members is absolutely vital, and we need someone who can inspire and enthuse older men to become involved, who is able to run a friendly, lively group, and to integrate light touch health and welfare support alongside a friendly relaxed environment. Additionally, you'll engage with other professionals to arrange their involvement, help the group steer itself, and promote the service to others.

Initially you will take lead responsibility for maintaining contact with existing men supported by In Touch and engage with any new men referred to the service. When we return to centre-based activities you will co-ordinate HNG's men's activities within the centre under the guidance of the Community Centre Manager. Duties will include organising and facilitating activities, guiding volunteers, providing support to individual members, carrying out networking and outreach to engage new members, partners and volunteers, and carrying out the basic administrative requirements of the project. Initially you will operate partly within our In-Touch team, which maintains phone contact with people in order to:

- Help them to feel connected
- Encourage them to be active and pursue their interests
- Let them know about local services that they may need

You will have an additional responsibility to build relationships with the men with a view to helping the majority to transition to returning to the centre once it is safe to do so. We expect that this will take place gradually over several months or longer depending upon individual readiness of the men. Some work with In Touch will continue throughout the transition period and you may continue after this to make a small number of calls to support men who don't feel able to return to the centre.

## Job Description

<b>JOB TITLE:</b>	<b>Older Men's Projects Worker</b> (part-time)
<b>HOURS:</b>	7 hours (1 day a week equivalent)
<b>SALARY:</b>	£20,850 pro rata
<b>RESPONSIBLE TO:</b>	Community Centre Manager
<b>ANNUAL LEAVE:</b>	25 days per annum plus public holidays (pro rata)

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As this post involves regular contact with vulnerable groups an Enhanced DBS check is required.

### **Main Tasks and Duties:**

- Act as a welcoming host, a first point of contact, and a friendly face to create a happy, welcoming and safe social space where all the men feel able to take part.
- With the support of the Centre Manager, plan and lead activities.
- Prepare the space for the face-to-face activities and clear away afterwards.
- Encourage a co-operative approach amongst group participants.
- Follow up any difficulties or issues with individual participants to ensure they are signposted to further support
- Provide contact to individual isolated men.
- With the Centre Manager recruit, lead and supervise volunteers supporting the project.
- Plan and arrange group visits with the support of the Community Centre Manager
- Facilitate light-touch issue-based conversations between participants on a wide range of subjects, including sometimes on sensitive issues – alongside general 'chit-chat' and social engagement
- Liaise with external guest visitors (eg health services, issue-based groups) to arrange their participation and coach them on how to relate to group members
- Plan and implement occasional outreach sessions to recruit participants for the Social Club and Men Talk
- Administrate activities, dealing with correspondence, managing schedules, and maintaining contact with participants
- Keep statistical and activity records and contribute to the monitoring and evaluation of the programme as requested by the Community Centre Manager and CEO

Ensure that all HNG policies and procedures are adhered to, particularly those relating to Health and Safety, Confidentiality, Safeguarding, the Environment and Equal Opportunities.

### **General Responsibilities**

- Participate in regular line management and team meetings, and attend training events as necessary.
- Contribute to the wider life and activities of HNG such as taking part in community celebrations.

- Comply with HNG's policies and procedures, following good professional practice at all times
- Cooperate in the development and use of systems for monitoring and evaluating the work of HNG.
- Work co-operatively with other staff, volunteers, trustees and consultants
- Carry out any other duties reasonably requested by senior staff.

## **Person Specification**

### ***Essential***

1. Experience in a role with similar responsibilities including the running of inclusive groups, and providing one-to-one support to people experiencing difficulties
2. Experience of, or evidence of competency in, issue-based group discussion
3. Experience of organising group activities, including ad-hoc and off-site outreach
4. Able to establish a rapport with, and gain the respect of, men 55 and older
5. Able to handle and respond effectively to inappropriate and challenging behaviour
6. Understanding of issues facing older people, and especially older men, and the wide range of experiences, backgrounds, and levels of vulnerability in this group
7. Understanding of safeguarding of vulnerable adults
8. Willing to deliver in-person activities from our COVID-secure community centre and to attend and operate appropriately in places where isolated older men hang out, pubs, betting shops, etc.
9. Good literacy and MS Office/ email skills
10. Able to successfully engage stakeholders such as outside health providers etc
11. Understanding of how to support and manage volunteers
12. Excellent verbal communication skills.
13. Ability and willingness to occasionally work flexible hours with prior notice

### ***Desirable***

1. Professional qualification
2. Experience of working inclusively with people who have disabilities, or mental health issues