

WE SADLY DIDN'T FIND THE RIGHT PERSON WHEN WE PREVIOUSLY ADVERTISED THIS POST....



INSPIRING AND GROWING COMMUNITIES OF HOPE

PREVIOUS APPLICANTS SHOULD NOT RE-APPLY

# FRIENDSHIP PROJECTS COORDINATOR

16 TO 24 HRS PER WEEK OVER 4 DAYS TO INCLUDE SOME SATURDAYS & OCCASIONAL EVENINGS - £12 - £13 PER HOUR

Could you become our 'expert' on loneliness and social isolation and help bring friendship and hope to those isolated in our Beeston and Carlton communities?



### You will be supporting:

- Our weekly Friendship Clubs: arranging activities for our Tues Beeston group of around 15, including speakers and quizzes; supporting our Carlton group of around 25 as needed with their bingo and sing-songs.
- Organising our Monthly Community Meal, supporting our amazing volunteer team. This involves helping plan the menu, ordering food, helping on the day, arranging entertainment - music or leading quizzes.
- An essential part of the role will also be seeking other opportunities for Hope Nottingham to reduce loneliness and isolation in our communities - particularly in Carlton and potentially linking to our Beeston allotment.

It is envisaged 16 hrs will be in Beeston and 8 hrs in Carlton, although this may change based on each location's needs.

### Employee Benefits

- Opportunity to make a real difference in the lives of individuals and communities;
- We are a friendly and welcoming team of 13 staff with approximately 350 volunteers across all sites;
- Generous 28 days of holiday per year (includes 3 days between Christmas and New Year) + bank holidays (pro-rata);
- Employee Assistance Program including access to our in-house Chaplain and a free telephone counselling helpline;
- Team well-being / retreat days;
- Opportunities for training and development;
- Regular supervision and ongoing support from your line manager.



### About you

- Outgoing, positive and proactive approach essential
- Administrative skills (including Microsoft Office)
- interest in food - cooking and social eating
- Confidence to present to groups e.g.chair quizzes
- Creative flair to create or source engaging activity packs, wellbeing resources and entertainment or speakers to support our activities
- Experience working with volunteers is desirable
- People skills are essential to connect with our guests, supporters, volunteers, staff and to ensure a welcoming and caring service for all;
- You must have easy access to transport to Beeston and Carlton and be flexible to work some Saturdays and an evening (once or twice a month);
- You must be comfortable working in Christian faith communities and will be expected to uphold our Christian Vision, Mission and Values.
- A DBS check and Food Hygiene level 2 (funded by us) is required for this position

APPLY VIA [INDEED HERE](#) CLOSING DATE THURS 14TH MARCH INTERVIEWS THURS 21ST MARCH

VIEW THE FULL JOB DESCRIPTION [HERE](#) FOR QUERIES CONTACT [RECRUITMENT@HOPENOTTINGHAM.ORG.UK](mailto:RECRUITMENT@HOPENOTTINGHAM.ORG.UK)

Hope Nottingham began as a small drop in café with a dozen volunteers in 2010 and has now grown to encompass 14 foodbanks supporting communities across the Nottingham area, with main hubs in Beeston and Carlton, seeking to offer holistic and life-changing support for hundreds of people. Hope Nottingham holds the East and West Nottingham Trussell Trust Franchise and partners with various churches and organisations including Citizens Advice Bureau. For more information, see [www.hope-nottingham.org.uk](http://www.hope-nottingham.org.uk)