

LGBT OLDER PEOPLES DEVELOPMENT WORKER

Purpose of the Post

To develop activities and opportunities for LGBT older people to connect with others reducing social isolation.

To work in partnership with older people's services supporting them in reaching more LGBT older people and making their services and activities more accessible to LGBT people.

The post holder may be required to work outside office hours to meet the needs of the project and its beneficiaries. Time will be given off in lieu for such hours worked.

This is a 3 year contract for 20 hours per week – how the hours are worked is to be negotiated including working occasional evenings and weekends.

The post holder will be based at Brighton & Hove LGBT Switchboard – however it is expected that the role will involve a lot of outreach work and travel around the city – for which travel expenses will be paid

It is a genuine occupational requirement that the post holder identifies as LGBT

Salary

The salary is set at NJC scale 6 £22,443 - £23945 per annum pro-rata

The salary is dependent upon qualifications and experience

Key Duties

1. Develop + market the project, clarifying the user profile, referral pathways and monitoring and evaluation systems and raise awareness of the project and its developments.
2. Identify and connect with older LGBT people who currently do and do not use older peoples services and who are socially isolated to identify needs, inform them of and support them in accessing existing older peoples' activities, and assess and reduce barriers faced in accessing existing services and activities.
3. Develop flexible person centred LGBT specialist activities and support in response to needs identified by LGBT older people as the project develops e.g. LGBT peer support groups, volunteering, health and wellbeing activities, digital inclusion activities, mentoring and befriending.
4. Explore and develop innovative ideas for supporting LGBT older people e.g. inter-generational work to increase contact between younger and older LGBT people.
5. Build partnerships with local older people's services identifying ways of working collaboratively and advising and supporting them in making their services and activities LGBT friendly, accessible, appropriate and responsive e.g. through consultation on marketing and promotional activities, training to staff and volunteers on LGBT awareness raising and monitoring of sexual and gender identities.
6. Develop and take part in anti-stigma activities, events and campaigns in LGBT and non-LGBT communities to reduce stigma in relation to age and LGBT identities.

7. Recognise and respond to the different needs of different identities within LGBT communities including those who are multi-marginalised
8. Support the integration of this project with Switchboard's other services – help-line, counselling, engagement project and volunteering opportunities as well as with other LGBT and non-LGBT services in the city ensuring overlaps of opportunities, support and engagement.
9. Work with statutory and community and voluntary sector agencies ensuring LGBT older people can access appropriate support that is sensitive to their needs and helps them to remain independent and stay living in their own home.
10. Support volunteers with their training and development needs
11. Develop and maintain monitoring and evaluation systems to evidence the work of the project and the outcomes achieved for LGBT older people.
12. Ensure the project's development is shaped, monitored and evaluated by service users/beneficiaries
13. Attend meetings with funded partners in the locality to develop good working relationships, share information, ensure joined up working, facilitate cross referrals, monitor progress, and develop the partnerships including working with the organisation funded for city wide coordination of adult services.
14. Share a range of resources with our funded partners where possible, e.g. transport to enable people to access activities, LGBT expertise, volunteer training opportunities, and learn from each other in the development of policies, procedures and good practice.

PERSON SPECIFICATION

The successful candidate will be subject to an enhanced DBS check

KNOWLEDGE AND QUALIFICATIONS		
1	Understanding of the needs of older people and the issues that affect them	E
2	Understanding of the diverse needs of LGBT communities and the issues that affect them, particularly LGBT older people	E
3	Understanding of issues of exclusion and the barriers faced by LGBT older people in accessing services	E
4	Hold a relevant social care or community development qualification	D
EXPERIENCE		
1	Experience of working in the community and voluntary sector	E
2	Experience of working with older people – including those most vulnerable - empowering them to develop activities and opportunities to reduce isolation and improve health and wellbeing	E
3	Experience of supporting volunteers including with their training and development needs	E
4	Experience of planning and delivering training	E
5	Experience of building and developing partnerships with a wide range of agencies and working with a multi-disciplinary approach	E
SKILLS AND ABILITIES		

1	Abilities and skills required to build rapport with LGBT older people offering support, information and activities that are sensitive to their needs and empower them to identify their needs and opportunities to meet their needs.	
2	The skills and ability to reach and support LGBT older people who are not currently accessing services and are particularly isolated	E
3	Ability to coherently plan, develop, promote and evaluate projects	E
4	Excellent verbal and written skills and the ability to communicate with a wide range of people in various settings including speaking publicly to raise awareness of the project and its work	E
5	Ability to work on one's own initiative, prioritise own work and to plan and organise the work of self and others to effectively meet deadlines.	E
6	The ability to develop and use monitoring and evaluation systems and methods to evidence project outcomes and collate the data to produce concise reports and documents.	E
7	Excellent administrative skills and the ability to undertake all admin tasks related to the role	
8	Good IT skills including word processing, spreadsheets, internet systems and social media.	E
9	Ability to work effectively both independently and as part of a team.	E