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| **Job Title**  | **Senior Project Worker – Golden Threads Programme** |
| **Place of Work**  | Hybrid working arrangements, working from both Home and Relate NI premises on 1 Goban Street, Portadown and at locations across the Armagh, Banbridge and Craigavon Borough Council area.  |
| **Reports to**  | Head of Business Operations  |
| **Salary**  | £30,401 - £32,525 (pro rata based on 37hrs) |
| **Working Hours**  | 21 Hours per week which may include evening and weekend hours. Fixed term to March 2024 |
| **Holiday Allowance**  | 20 days per year plus 12 statutory days, pro-rata. The Relate NI holiday year runs from 1 April to 31 March.  |

**Job Purpose**

### Relate NI is the leading relationship support charity in Northern Ireland and has been supporting people and their relationships since 1948. We provide a range of therapeutic services and education programmes to people throughout Northern Ireland. Our vision is of a future where healthy relationships are at the heart of a thriving society, and our mission is to make expert information and support for healthy relationships available to everyone.

The Golden Threads Programme is funded by the Department of Health Mental Health Fund through the Community Foundation. The aim of the programme is to improve the mental health of families in Armagh, Banbridge & Craigavon by improving their relational capabilities. The programme objectives are:

1. To promote healthy relationships
2. To prevent relationship distress

In doing so we aim to divert people from crisis interventions that would otherwise occur, requiring referral to crisis support services. The programme focuses on promoting relational capability and preventing relationship distress will offer a holistic, innovative and evidence based relational approach to improving the mental health of families and the population in Northern Ireland.

**Principal Responsibilities**

The post holder will report to the Head of Business Operations, working with key stakeholders in the ABC Council area and will have responsibility for the following:

**Programme Design & Management**

* Be responsible for co-designing, co-ordinating and delivering current and innovative health and wellbeing programmes focused on supporting familial relationships, including timescales, targets, outcomes and monitoring frameworks with stakeholders
* Establish and facilitate effective intersectoral working groups to support implementation of programmes in the Armagh, Banbridge and Craigavon Borough Council area.
* Develop appropriate assessment tool for user with clients referred to the service.
* Line manage Programme Staff (one Project Worker and one Administrator)
* Assist in preparing progress and monitoring reports to inform the Head of Business Operations

**Programme Development & Delivery**

* Work with Relate NI colleagues to develop or tailor appropriate resources to support the ‘Promote’ and ‘Prevent’ phases of the Golden Threads Programme.
* Work with Relate NI colleagues to develop the promotional campaign to raise awareness of the launch and implementation of the programme.
* To develop or tailor with the Golden Threads Programme team appropriate interventions and resources for use in Awareness and Information workshops, short learning programmes and other interventions during the programme duration.
* To identify community stakeholders and develop relationships that support the programme implementation.
* To develop and sustain positive relationships with staff, partners, participants and local community
* To work with community stakeholders to develop and deliver suitable interventions to enhance capacity and support healthy interpersonal relationships.
* To monitor, record and report on the programme’s impact, collating quantitative and qualitative data, and reporting back to funders on the outcomes achieved.
* Identify and agree methods for evaluating programme outputs and outcomes
* Keep abreast of relevant developments in policy and programmes related to mental health and other general community focused wellbeing initiatives and their relationship to the Golden Threads Programme.
* Be familiar with and comply with Health and Safety procedures and policy. In the event of a serious risk, take immediate action to reduce this risk, informing safeguarding officer
* Any other relevant duties that may arise from time to time as determined by senior management.

**PERSON SPECIFICATION – Senior Project Worker**

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| **Education**  | * Relevant degree and three years’ relevant experience working in supporting health and wellbeing initiatives at a community level.
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| **Knowledge** | * Understanding of the voluntary, community, statutory and commercial sectors in Northern Ireland
* Knowledge of stakeholder mapping and engagement mechanisms
* Knowledge and understanding of the application of a partnership and a community development approach
* Knowledge of current relational issues facing families, couples and children and young people in today’s society
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| **Skills** | * Excellent communication skills with previous experience of delivering presentations, writing reports, resources and content
* Excellent organizational, planning and time management skills
* The ability to critically analyse information and interpret research
* Building and maintaining relationships with stakeholders
* Strong IT Skills and the ability to use computer software packages and apps
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| **Experience**  | * Minimum 3 years’ experience of programme co-ordination and line management and:
* Co/designing, delivery and monitoring of programmes including education events involving multiple stakeholders
* Experience of facilitation of effective groups.
* Design and delivery of information awareness events and workshops.
* Experience of conducting assessment of need for clients.
* Operating safeguarding procedures.
* Production of high quality verbal, written and oral reports and provision of written summary reports for a range of people with differing needs and abilities; experience of public speaking.
* Experience working with a range of stakeholders including health providers, community groups, local councils.
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| **Personal Characteristics**  | * Demonstrate a commitment to Relate NI’s vision, mission and values
* Commitment to equal opportunities and anti-discriminatory practices
* Ability to prioritise, meet deadlines and use own initiative
* Problem solving and solution focused in the work arena
* Able to work flexibly including evenings
* Team player
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| **Other**  | * Access to a car with appropriate insurance and a valid driving license or be otherwise able to fulfil the mobility requirements of the post
* The Post holder will be subject to an Enhanced Access NI check - Please read Access NI Code of Practice.
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*Relate NI reserves the right to enhance the criteria for short-listing purposes in the event of a large number of applications being received.*

**Closing Date: 5pm, 15th February 2022**