



Caring Community Circle

Caring Community Coordinator Post

Salary: £15 per hour for 15 hours a week on a self-employed basis. The times that hours are worked is flexible based on the requirements of the role.

Contract length: the present grant is for 18 months, with the expectation of ongoing funding being secured.

Contractor: Caring Community Circle division of the Park Ecovillage Trust

Job location: Findhorn Foundation & Community, The Park, Findhorn, IV36 3TZ

Application: CV and cover letter detailing why you are suitable for the role to Cornelia Featherstone by emailing community.care@parkecovillagetrust.co.uk

Closing date: 12th January 2020 midnight

For more information please contact Cornelia on 07733247400.

The Caring Community Circle (CCC) is an important part of the Park Ecovillage Trust and New Findhorn Association based within the Findhorn Foundation & Community. It was established by ex-professional volunteers in 1996 to find an effective way of caring for vulnerable community members within their home, and is now recruiting a coordinator to develop this work further.

This is will be a rewarding role for a caring, professional person who would like to work with vulnerable people of all ages, and drive tangible changes in the Findhorn Foundation & Community culture. These changes will include: increased social inclusion, improved intergenerational contact, increased awareness and acceptance of vulnerable individuals, increased independence, and increased access to available services.

Working closely with the Caring Community Circle, the CC-Coordinator will support and connect vulnerable people, carers and volunteers with appropriate support and resources. Working with individuals and organisations they will support the development of a caring, dementia-friendly community culture and associated infrastructure within the Findhorn Foundation & Community. As this post is partially funded by the Life Changes Trust (supported by The National Lottery Community Fund), there is a focus on working with people living with dementia, their families, friends and carers.

Post responsibilities include:

- Hold awareness of vulnerable people within the community, help identify their needs and link them with volunteers and resources available locally, both from Moray Health and Social Care as well as from other organisations.
- Develop and coordinate volunteer-led projects within the community.
- Provide support to all care teams operating within the community.
- Engage actively with community education in health and wellbeing.
- raise awareness within the community of all issues relating to caring community, increasing dependency, volunteering etc through effective publicity.
- Facilitate inclusion and participation of community members (in particular vulnerable members, carers and volunteers) in decision-making.
- Keep professional records, work closely with the line manager and provide regular reports to the Caring Community Circle (CCC).

Person specification:

- Exceptional interpersonal, written and verbal communication skills.
- Excellent organisational and administrative abilities.
- Ability to work in a sensitive and confidential way with vulnerable members of the community.
- Ability to work independently, take ownership of tasks and make appropriate decisions without supervision.
- Ability to facilitate, inspire and lead others, especially volunteers.
- Ability to liaise effectively with local government and other agencies as required.
- Ability to develop, deliver and coordinate an effective community programme.
- Aligned with the Findhorn Foundation & Community culture and values (<https://findhorn.cc/about/core-values/>)

Experience and qualifications required:

- SVQ3/HNC or equivalent.
- Relevant experience in care services
- Driving Licence

For more information about the Caring Community Circle please visit <https://findhorn.cc/groups/community-care-circle/>

Caring Community Circle - a division of Park Ecovillage Trust, a Company Limited by Guarantee, registered in Scotland Company No: SC354855 and Charity No: SC041279 Registered Office: 45 The Park, Findhorn, Forres IV36 3TZ www.parkedvillagetrust.co.uk
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