

JOB DESCRIPTION

Job Title: Peer Coach / Lived Experience Co-ordinator
Location: Walthamstow, London E17
Hours of work: Part time, days / hours negotiable (short-term contract)
Salary: £13.15 per hour

Forest Churches Emergency Night Shelter (FCENS) is an independent charity supporting people who are homeless in Waltham Forest. FCENS has developed a lived experience co-production programme, to enable people who have been homeless to draw on their shared experience to support others who are currently using our service.

FCENS has a growing Lived Experience Group, which has three core aims: to deliver personal development training for participants; to co-design and co-produce services for FCENS; to undertake peer research to feed into local policy planning and development. The Peer Coach will also have a role to co-ordinate activities of the Lived Experience Group, and to assist in developing the network of people with lived experience in Waltham Forest, contributing to local planning.

The Peer Coach will be expected to work with FCENS casework support staff to assist in supporting guests at the shelter.

- To support clients in identifying, setting and achieving goals
- Encourage and accompany clients to become more integrated in their local communities, and in activities they enjoy (befriending and social integration)
- To report any safeguarding concerns should they arise
- Take responsibility for accurately recording information in a timely fashion on databases
- Undertake training as required
- Complement and support the work of other staff by fully participating in briefings, team meetings, supervision and training and by being fully prepared to discuss ideas and offer solutions
- Signpost to relevant resources, support and services

The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as reasonably required from time to time.

Person Specification

Who you are:

- open, honest and friendly
- ability to use lived experience in a positive and appropriate way
- ability to work as part of a team
- you believe that everybody has the right and ability to thrive in their lives
- you don't like labelling people
- you have a 'can do' attitude and a good sense of humour to survive our everchanging environment
- proactive, always looking to support the team in achieving positive outcomes

Candidates should have the following general attributes:

- ability to work with those with differing beliefs and opinions
- good communication skills or willingness to develop these
- ability to treat everyone with dignity, compassion and respect
- ability to support people to identify and achieve their goals
- ability to communicate effectively with and work with other organisations and services
- ability to update skills and knowledge through participation in continuing learning and development
- ability to demonstrate warmth, sensitivity and provide encouragement and support
- ability to work collaboratively with people and empower them to achieve their goals
- ability to support co-production in service development and evaluation
- IT literate with the ability to use Word, Microsoft Office and database systems, but training can be given if not
- ability to work without close daily direction and the ability to work in a fast paced environment
- ability to produce accurate and timely records of meetings, client notes and reports
- ability to help people engage in activities that are meaningful to them

Other Requirements:

- in possession of, or willing to apply for, Enhanced DBS

How to apply: please send an application form by email with a covering letter to david.hoskins@forestnightshelter.org.uk

Closing date for applications: Friday 12th January 2024