**Job Title** GrowTH Advocate Worker

**Start date** Monday 26th September 2022

**Wage** £23,000 pro rata and basic pension

**Contract** Temporary contract to mid-May 2023. Full time hours offered but 4 or 4.5 days per week could also be considered if preferable, for the right candidate.

**Annual Leave**  25 days (plus Bank Holidays), pro rata

**Line Manager** Shelter Manager

**Working hours** Monday to Friday: Usual shifts 9am – 5pm but occasionally a 7.30am-3.30pm will be necessary. 35 hours per week.

On call (on the phone only) 6pm-10pm seven days a week, for one week in three.

**Applications by** Monday 29th August 2022, 5pm

**Interviews** Thursday 1st and Friday 2nd September 2022

**Applications** Please email [naomi@thisisgrowth.org](mailto:naomi@thisisgrowth.org) with your CV and a completed application form.

**ABOUT**

GrowTH is a partnership of evangelical churches in the London Borough of Tower Hamlets. For 12 years, we have ran a volunteer-run night shelter in church halls across the borough. Homeless men and women are referred to the shelter by our local referral agencies.

Every guest in the shelter is offered assistance in securing more permanent accommodation. GrowTH also manages a small number of supported homes locally where we assist formerly homeless men and women in transitioning from homelessness and towards greater independence.

GrowTH is a non-denominational Christian charity, working with churches from a variety of backgrounds. We are an evangelistic project; as well as receiving practical care and help, guests have the opportunity to explore the Christian faith if they wish.

We are looking to recruit a self-motivated Advocate Worker that will be passionate about ‘getting alongside’ our guests and advocating on their behalf for more permanent accommodation and access to services to meet any support needs that they may have.

**OVERVIEW OF JOB ROLE**

1. Management of an emergency night shelter for homeless men and women
2. Ensuring that guests have the opportunity to explore the Christian faith
3. Assist a rolling caseload of 8 homeless men and women in securing more permanent housing
4. Participate in the running of GrowTH

**DUTIES OF JOB ROLE**

**Management of emergency night shelter for homeless men and women**

* Managing relationships with local referral agencies and taking daily referrals for the shelter
* Managing referrals and risk assessments of homeless men and women
* Liaise with lead volunteers for the safe and smooth running of the night shelter
* Monitor the running of the shelter to ensure the values and policies of GrowTH are maintained
* Provide ‘on call’ phone cover for the night shelter volunteers for one week in three every evening between 6pm and 10pm, responding appropriately to incidents or disruption.

**Ensuring that guests have the opportunity to explore the Christian faith**

* Pray daily for the guests in the night shelter
* Sensitively and appropriately initiate conversations about faith and spiritual needs with guests
* Encourage volunteers to be open about their faith, including managing introduction to Christianity courses and Bible studies
* Assist guests in accessing local church communities, including Sunday services

**Assist a rolling caseload of 8 homeless men and women in securing more permanent housing**

* Welcome new guests to the shelter and ensure they understand the rules and structure
* Support guests from a wide variety of backgrounds with a range of support needs
* Meet with guests to understand why they are homeless and what obstacles to resettlement exist
* Produce a personalised resettlement plan with every guest to take steps towards more permanent housing. This can cover areas such as acquiring identification, applying for benefits, opening bank accounts, applying for housing, liaising with the council and other housing providers, addressing immigration issues and accessing legal advice.
* Assist the guest in accessing other support services as needed, e.g. mental health support, substance misuse, etc.
* Advocating on the guest’s behalf and thinking creatively to overcome resettlement obstacles
* Work with the guests in a sensitive manner that is suitable for vulnerable adults that can have support needs
* Develop a working, up to date knowledge of the benefit system

**Other**

* As with every small charity you will be expected to assist with other reasonable tasks as needed

**PERSON SPECIFICATION**

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| **Personal faith and values** | * A committed member of a local church. * An understanding and practice of evangelical Christian belief and a lifestyle and conduct that are compatible with those beliefs. * Experience of sharing faith with marginalised adults. * An understanding of Jesus’ compassion for those without home, hope and help. * Faith that God can transform, heal and save any person, regardless of their current situation. * A passion to see cycles of homelessness broken. |
| **Desirable** | * Experience of interacting and supporting marginalised adults. * Experience of managing/leading volunteers in the church. |
| **Skills** | * Excellent interpersonal skills * Administrative skills, including the ability to prioritise tasks and manage competing demands. * Good written and oral communication skills. * Competent computer and Internet user, including the use of Microsoft Word and Excel. |
| **Personal Requirements** | * Ability to take initiative and work unsupervised at times. * Ability to think creatively and problem solve. * Ability to be flexible. * Ability to be patient and remain calm in difficult circumstances. * Understanding of what it means to be an “advocate”: working passionately to further the cause of another. * Punctual and reliable. * Ability to treat guests as equals and spend equal time with all guests. * Interpersonal skills, to listen, get alongside and motivate homeless men and women and local church volunteers. |
| **Additional Expectations** | * The role will require flexibility with regards to hours. |