



## **TNBI Group/Activity Workers**

### **Role Purpose:**

The Clare Project is seeking two sessional group/activity workers to extend our support of the trans, non-binary, intersex and gender-variant community (from here called TNBI community) across Sussex.

A sessional worker is a worker with a variable number of hours per month, as we need flexibility and the hours for this type of work will fluctuate. Sessional workers usually receive their hours for the month in advance.

These sessional group/activity workers will support us to facilitate our psychosocial support groups and other group activities. There will be additional training opportunities for these sessional workers to provide individual psychosocial support.

### **Reports to:**

Services Coordinator - Luka White

### **Pay/Hours:**

£16.80-£22 per hour via PAYE (payroll).

Commitment to 10-15 hours per month. Additional overtime hours available during leave/absence.

Zero hour contract or monthly hours contract negotiable.

### **Location:**

The sessional workers may be based in Brighton & Hove, East Sussex or West Sussex. They must be able to facilitate online and in-person groups.

In-person groups take place across Sussex, including Brighton & Hove, Hastings, Newhaven, Uckfield, Chichester and Worthing (further locations to be agreed). Contributions to travel costs beyond agreed regular place of work will be considered. Sessional workers may not be required to attend all locations, and can provide a preference in their application form.

### **Start Date/Term:**

Immediate start available, subject to DBS check and successful completion of induction. Induction/shadowing/training provided and is paid. This will be a rolling contract.

## **About the Role:**

As part of a growing team, The Clare Project is looking to recruit more sessional workers to contribute towards our developing support services for TNBI adults across Sussex. In this community-led setting, our sessional workers will primarily be responsible for supporting the running of psychosocial support spaces including drop-ins, activities and information sessions. There will be further opportunities to develop skills and experience in a supportive environment.

## **Main Duties:**

- To work closely with The Clare Project's psychosocial support frontline service team, providing a welcoming and affirming space for community members. This involves setting up and packing down in-person group spaces, and supporting community members to make conversations, develop friendships, engage in activities, or seek peer-informed advice. This will be undertaken in a compassionate and professional manner, with a mind to the intersectional needs of our community.
- To additionally support the facilitation of online psychosocial groups, online and in person workshops and other engagement activities.
- To take an intersectional and progressive approach towards improving the outreach, engagement and inclusivity of The Clare Project's services.
- Share information and informal peer advice in response to enquiries during duties.
- To attend meetings, events, and outreach opportunities when appropriate at request of The Clare Project, for example, Trans Pride Brighton.
- To keep up to date with local community opportunities and services, so as to be able to signpost community members appropriately.
- To ensure that The Clare Project's psychosocial support spaces uphold our Group Agreement, and to adhere to the charities policies and practices, including Safeguarding Adults at Risk.

## **General Duties**

- To provide regular engagement data to The Clare Project, for example, monitoring the number of attendees. To provide occasional written updates (upon request) to be shared with the Services Coordinator, Operations Manager and relevant funders.
- To attend the following additional meetings, online or in-person: monthly managerial supervision (dates negotiable), 6-weekly clinical supervision or mentorship (date negotiable), regular frontline staff reflection meetings (dates TBC), and if requested, attend and contribute to fortnightly online team meetings (Thursday mornings).
- Two hours per month dedicated to administrative duties, for example, referring community members to receive support from other parts of the service.

- To undertake all work in line with relevant legislation and in line with The Clare Project's practices, policies and procedures.
- To attend training considered relevant to the role, as and when requested by The Clare Project.
- To uphold and represent the values held by The Clare Project throughout your work (see [www.clareproject.org.uk](http://www.clareproject.org.uk) for details).

### **Additional opportunities**

There will also be opportunities for:

- Sessional workers to receive safeguarding and suicide prevention training in order to be able to take the lead in running psychosocial support spaces.
- Sessional workers to co-design and deliver workshops.
- Sessional workers to receive training to deliver individual psychosocial support.
- Further opportunities to develop skills and experience sought by the individual sessional worker, in a supportive environment.

### **What We Are Looking For:**

In your application, please state whether you have the following skills, knowledge and experience.

#### *Skills:*

- Communication skills, both in person and online, with individuals and groups.
- Organisational skills, such as time-keeping and working as a team.
- Informal research skills, such as being proactive in seeking information to support effective signposting to other services.
- Able to demonstrate understanding and resilience when working with people experiencing mental health difficulties.
- Able to raise issues, concerns or personal support needs in a confident and timely manner with the relevant team member.
- Able to be self-reflective and compassionate.
- Able to travel to different locations around Sussex.

#### *Knowledge:*

- Understanding of the issues facing the TNBI community, including health inequalities and barriers to accessing services.
- Awareness of local support provision for TNBI communities and adults across Sussex.
- Awareness of the intersectional experiences of the diverse TNBI community, such as the role of racism (discrimination against people of colour), ableism (discrimination against disabled or neurodivergent people) and enbyphobia (discrimination against nonbinary, agender or gender variant people).

*Experience:*

- Experience in volunteering or working in community-orientated spaces, and/or with the TNBI community.
- Experience of navigating emotionally challenging situations and managing minor conflict among others.
- Experience of setting professional and/or personal boundaries
- Experience of recognising your own needs and self-soothing or seeking support in times of stress.

**Application Process:**

Please send in your application, detailing your relevant experience and interest in the opportunity, to Luka White [luka.white@clareproject.org.uk](mailto:luka.white@clareproject.org.uk).

Deadline for applications is 9am April 26th 2023.

You can send it in one of the following formats:

- A CV/cover letter (no more than 2 sides of A4).
- A video or voice recording (no more than 6 minutes).
- If you would like to apply in another way, please get in touch.

A template CV can be found here if you would like help formatting an appropriate CV. Click on the link, download it, edit it, and then attach it to your email as a Word Document or Google Doc. You will not be able to edit this document without downloading it.

<https://docs.google.com/document/d/1K-rwafjC9xe3fNIsisDMMsNqsjqCCCD/edit?usp=sharing&oid=114699784747263756186&rtpof=true&sd=true>

You will be informed of whether you have been invited to interview by 6pm on April 27th 2023.

If invited to interview, you will be sent the interview questions in advance. Interviews will take place online on the 3rd and 4th of May. You will be informed of the results of the interview on 9th May. Feedback on your interview can be provided on request.

**Please note:** We are a TNBI-led organisation, and all staff are TNBI. We recognize that TNBI people from Black communities, who are People of Colour, who are aged 50+, who are intersex, and/or are people from a gypsy or traveller background, are currently under-represented in our team.

As a course of positive action in order to improve the community representation in our team, we actively encourage applications from these under-represented groups. Anyone from these named groups who demonstrate the relevant skills, knowledge and experience on their application will be automatically invited to an interview.