

Home-Start Cambridgeshire is a voluntary organisation offering support, friendship and practical help to families with children under 5 in their own homes, through a team of trained volunteers.

Part-time Family Support Co-ordinator

We are recruiting a part-time Family Support Co-ordinator to work with families in Cambridge City and South Cambridgeshire.

Hours: 20 hours per week, with some flexibility about days of work.

Salary: Starting salary based on a full-time (37 hour) equivalent of £26,421 per annum, actual salary £14,282 pro rata.

The post-holder will work within a team of Co-ordinators, together covering the majority of the county.

The key responsibilities of the role are:

- to work with families in Cambridge City and South Cambridgeshire
- to recruit, train, supervise and support a team of Home-Start family-visiting volunteers
- to liaise with partners and attend multi-agency meetings

We are looking for a well-organised person, familiar with office systems, who can demonstrate empathy and good communication and interpersonal skills. Experience of working with vulnerable families, parenting experience and knowledge of the voluntary sector would be advantageous. The job involves significant amounts of travel around the county, visiting families and attending meetings, sometimes to remote places. Reasonable travel expenses, other than from home to base, will be reimbursed. The post is subject to an enhanced DBS check.

If you think you would be suited for this rewarding post, vital to the effective delivery of support services to families with children under 5 going through difficult times, we would like to hear from you.

See our website for more information on who we are and what we do:

www.homestartcambridgeshire.co.uk

For an application pack, please email office@homestartcambridgeshire.co.uk

Closing date: Monday 8th January 2024 at 5pm

Interview date: Tuesday 16th January 2024

Home-Start is committed to equality of opportunity and diversity and to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults.