

Job Title:	7 Steps Program Lead	Department	Wellbeing Centre
Vacancies	1 – 3	Job Code/ Req#:	STEP/SPL007
Location:	Homebased- Oldbury- Worcester-Tewkesbury	Travel Required:	Yes
Enhanced DBS	YES	Position Type:	Voluntary leading to paid employment
Hours	216 hrs. per year- total	Will Train Applicant(s):	Full training

Job Description

STEPWAY are looking for a highly motivated self-starter with knowledge of the Armed Forces and Ex-Services charity network and the ability to understand the challenges more vulnerable veterans must overcome, particularly those who are struggling within the areas of dynamic need.

STEPWAY provides a support programme for Veterans primarily identified from partner organisations in the local community, it is focussed on early intervention, support, and empowerment. This is achieved by delivering the 7-step civilian skills program and through the Banter & Brew sessions and the outdoor community projects.

To deliver the 7-Step Civilian Skills Program to 10-15 veterans or family members over a two-week period- twice a year at the Following centres- **Worcester- Oldbury and Tewkesbury.**

The ideal candidate has the option to work from home or at any of the Wellbeing Centres listed above.

Breakdown of timetable-

Days-

1st week- Monday- Wednesday – Friday

2nd week- Monday – Wednesday – Friday

Times –

1000 – 1400

Hours- 24

Admin – 12 hrs.

Total Hours for one round of delivery- 36Hrs.

This role can either be covered by one lead person or as a job share.

Specific Responsibilities

- Timetable of delivery dates
- Recruit a volunteer classroom assistant with help from the Project Manager
- Enrol participants onto the program -Working with the Project Manager.
- Delivery of the 7-Step Civilian Skills Program over a two-week period in each area
- Work as part of a team at the Wellbeing Centre and outreach, together with the Welfare Lead and Project Lead.
- Ensure that all activity is recorded and reports including data capture is provided. (After each program is completed).

Essential Competencies

- Empathy with and a good understanding of ex-forces personnel and the challenges they can face.
- Teaching experience is desirable.
- Highly motivated and independent, capable of working remotely from the Project Manager.
- Resilient and able to work with individuals with complex needs and cope with the rigors that arise from working with veterans in the justice system and within the mental health services.
- Commitment to working with each veteran without prejudice.
- Experience of working with veterans and provide warm introductions to the Welfare Manager.
- Highly organised with strong IT skills.
- Excellent team players who will contribute to a diverse and dedicated team.

We guarantee to interview anyone with Armed forces background whose application meets the minimum criteria for the post. By 'minimum criteria' we mean that you must provide us with evidence in your application which demonstrates that you generally meet the level of skills and experience defined as essential within the person specification for the position.

STEPWAY is an equal opportunities organisation and Disability Confident employer, and we encourage applications from all backgrounds and communities.

Applicants will be required to undertake an Enhanced DBS Disclosure and Non-Police Personal Vetting.

TO APPLY FOR THIS POSITION, PLEASE CONTACT-

Operations Director- Tina Dales tina.dales@stepway.org 074985 86806