**A picture containing diagram

Description automatically generatedAll Wales People First**

**All Wales People First Outreach Worker**

**Job Description**

**A picture containing sitting, small, table, bottle

Description automatically generated**

**Salary:**  £8, 927.43 (pro rata)

Calendar

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**Hours of Work:** 15 hours per week

**A picture containing person, standing, person, holding

Description automatically generated**

**Pension:** Employers Contribution 6%

Employees Contribution 2%

**A person smiling for the camera

Description automatically generated**

**Accountable to:** Member Engagement Advisor

**Location**

A close up of a flower

Description automatically generatedYou will mostly work across Wales and will occasionally be required to travel across Wales.

Occasional overnight stays away from home will be required.

The post involves working from home and is mostly home based during Covid 19/ lockdown.

**Purpose of post**

A group of people posing for the camera

Description automatically generatedTo communicate and liaise with the members of All Wales People First on membership issues.

To be a positive role model for the members and to promote the aims and objectives of All Wales People First.

A group of people posing for a photo

Description automatically generatedYou will help to boost the morale of the membership, engage them in social activities, and to seek their views and opinions on topical issues that affect the lives of the members.

You will also play a key role in the recruitment of new members for All Wales People First.

**A group of people sitting in chairs

Description automatically generatedResponsibilities**

* To promote the aims and objectives of All Wales People First across Wales.
* A picture containing logo

  Description automatically generatedTo recruit new members for All Wales People First.
* To speak at events across Wales promoting All Wales People First, the benefits of being a member of All Wales People First and the importance of self-advocacy.
* To poll members once a month on an issue of importance to their lives.

A group of people posing for a photo

Description automatically generated

* To deliver social events for the members of People First with a view to entertain, raise morale and survey members on issues of topical importance.
* A picture containing electronics, monitor, table, sitting

  Description automatically generatedTo be the face of self-advocacy TV.
* A group of people posing for the camera

  Description automatically generatedTo interview members (video and podcast) on issues of topical importance.
* Networking and promoting the organisation at events.

**Supervision**

A group of people sitting at a table

Description automatically generatedYou will attend regular supervision meetings to ensure that All Wales People First can fulfil their employment duties and to make sure you are supported with your professional development.

**A person sitting at a table with a computer

Description automatically generated** **Health and Safety Requirements**

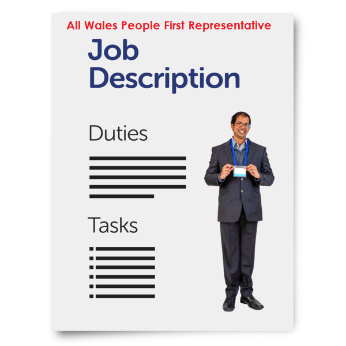
A picture containing person, holding, person, person

Description automatically generatedA picture containing green, sitting, table, box

Description automatically generatedYou will care for your own personal safety and that of others who may be affected by their acts or omissions.

You should report any hazardous situations or defective equipment supplied by All Wales People First to the Chief Executive.

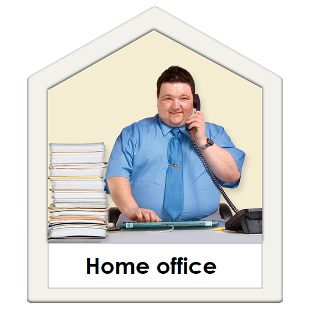
**Flexibility Statement**

The job description is flexible and is subject to review and amendment, following consultation with the post holder.

**Additional Information**

A group of people posing for the camera

Description automatically generatedThe Outreach Worker will be a person who has lived experience of using learning disability services.

You will be provided with home office equipment such as a desk, chair, laptop, printer, and mobile phone.

You will be paid £26.00 per month to work from home.

Hours can be worked flexibly, in line with our organisation’s flexible working policy.

A group of people standing next to a person in a suit and tie

Description automatically generated**Statement of conduct**

You are expected to always behave in a dignified and professional manner.

**Confidentiality**

A person holding a sign

Description automatically generatedAll employees of All Wales People First are required to maintain the confidentiality of information

**October 2020**

**Graphical user interface, application

Description automatically generated**Diagram

Description automatically generated**All Wales People First**

**Person Specification - AWPF Outreach Worker.**

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| --- | --- | --- |
| **Requirement** | **Essential** | **Desirable** |
| A person posing for the camera  Description automatically generated **Education, Training and Qualifications**  **A person standing in front of a computer  Description automatically generated** | Basic knowledge of IT:   * Word * PowerPoint * Emails    Able to host Zoom or other social platforms. |  |
| A picture containing text  Description automatically generatedA group of people posing for the camera  Description automatically generated **Skills and Knowledge** | Understanding of self-advocacy.   Understanding of the People First/ self-advocacy movement in Wales. | Understands the principles of Easy Read.   Welsh language speaker.   Working collaboratively with organisations from voluntary and public sector |
| A group of people in a room  Description automatically generated **Experience**  A screen shot of a person  Description automatically generatedA person posing for the camera  Description automatically generated | Able to speak to large groups of people.  Comfortable in leading fun/ social events for people with learning disabilities.  Delivering Power Point presentations.  Comfortable speaking on video or Podcast.  Has lived experience of learning disability. | Experience of working in a member led organisation. |
| **Personal attributes**  A person holding a sign posing for the camera  Description automatically generated | Committed to the vision and values of All Wales People First.  Friendly and approachable and able to work in a collaborative way.  Highly motivated, flexible and resourceful.  Positive and outgoing personality.  A non-judgemental attitude. |  |