

Home-Start is a voluntary organisation committed to promoting the welfare of families. Volunteers offer regular support, friendship and practical help to families facing difficulties in their own homes helping to prevent family crisis and breakdown.

We are looking for a Group Co-ordinator with an interest in School Readiness

(3 year fixed term contract)

You must be an Early Years Practitioner with recent experience of working in an educational environment.

Main responsibilities:

- To manage the planning, preparation and implementation of our School Readiness groups.
- To manage the planning, preparation and implementation of a weekly family group.
- To build positive working relationships with schools and other professionals to promote the School Readiness project.
- To be involved in training, supporting and leading a team of volunteers.
- To assess the needs of families who have been referred into our service.
- To be responsible for recording family outcomes for families accessing our services.
- To produce reports on the success of our groups, using the outcomes as evidence.

Salary: £18,070 pro rata (NJC point 18)

16 hours per week.

A Disclosure and Barring Service (Enhanced Level) check and completion of a health questionnaire will be required.

INTERESTED?

To receive an application pack, including the full job description, please contact:

Jools Anderson (Scheme Manager)
Home-Start North West Hampshire
Dame Mary Fagan House, Lutyens Close,
Chineham, Basingstoke,
Hampshire RG24 8AG

Telephone: 01256 405988 Email: info@homestart-nwhampshire.org.uk

Closing date for applications Friday 9th February 2018
Interviews to be held week commencing 19th February 2018 - Date TBC