

Job Description

Common Ground Group Worker

Hours: 3 days per week/ 21 hours per week

Contract: Fixed term 6 months

Start date: 1st September 2024 - 1 March 2025

Salary: £14,100 based on £23,500 pro rata

Reports to: Common Ground Project Manager

Background Information

Common Ground is a creative and social project within the Centre for Contemporary Arts (CCA), comprising both a physical space and a programme of activities. The project is dedicated to bringing diverse communities together through arts and culture, providing an empowering and creative environment for underrepresented groups, individuals, and refugee communities to collaborate and organise. It aims to diversify the arts and creative sectors, fostering a meaningful sense of belonging for underrepresented communities through creative expression and exchange, thereby strengthening self and collective confidence.

Job Summary

The Group Worker will play an important role in the project by focusing on the development and implementation of group activities, strengthening community engagement, and contributing to the strategic vision of Common Ground. This role involves collaborating closely with community members to create and facilitate groups, activities, and events that align with their needs and interests. The Group Worker will play a key role in building a sense of community and belonging, ensuring that all activities are inclusive and accessible.

Responsibilities

Community Support:

- Support community members individually and in groups to develop activities, access opportunities, and increase participation according to their needs and interests.
- Provide practical support to community members during events and activities.
- Work closely with participants to evaluate activities and group work.
- Encourage and support participants to engage in community activities and work towards integration and independence.

Collaboration and Planning:

- Work individually and as part of the Common Ground team to expand Common Ground's network, strengthen community and stakeholder relations, and contribute to the overall safe, welcoming, and creative environment of the project.
- Support the Manager and Project Coordinator in planning and hosting activities, events, and sessions.
- Attend weekly Common Ground project meetings to assist in planning, coordinating, and hosting activities and events.

Communication:

- Communicate information clearly to community members and participants, using interpreters where required.
- Represent CCA and Common Ground as needed.

Additional Duties:

- Work with the Manager and Project Coordinator on any other relevant activities and initiatives.

Requirements

Experience:

- Experience working directly with communities in a supportive and creative setting.
- Knowledge and understanding of the needs and experiences of refugees and people who are going through the asylum process.
- Experience working with people from diverse cultures and backgrounds with an understanding of cultural diversity and equity.
- Proven track record in group work design, development, and facilitation.
- Experience in delivering training and awareness sessions to various audiences.

Skills:

- Ability to work with community members to develop activities that cater to their needs and interests.
- Excellent communication skills (oral and written), capable of engaging with a wide and diverse range of people, including the general public, organisations, creatives, and other stakeholders.
- Excellent IT skills (email, word processing, database, and spreadsheet).
- Ability to work collaboratively and in a team-oriented manner with internal and external colleagues.
- Commitment to high standards of customer care.

Additional:

- Positive and enthusiastic self-starter with an empathetic and compassionate outlook, while maintaining professional boundaries.
- Ability to handle difficult situations calmly and sensitively.

- Efficient management of a heavy workload, with the ability to prioritise to meet targets and deadlines.
- Commitment to working some evenings and weekends.