

Daventry Volunteer Centre

Job Description

Project Worker – Happy @ Home Project
Salary: £22,126 pro rata - Fixed Term Contract for 20
Hours per week to November 2023.



Purpose of the post:

Supported and funded by the National Lottery, the Happy @ Home project works in partnership with Voluntary Impact Northamptonshire and the Daventry Volunteer Centre, helping reduce loneliness and isolation in elderly people through befriending and social activities across West Northamptonshire. Working with local communities, statutory bodies, partner agencies and VCS organisation referrals, we recruit, train and support volunteer befrienders and match them with isolated and/or “at risk” elderly people. With volunteer help we organise and deliver social events and activities across Daventry & South Northants areas.

Specific Responsibilities:

- 1 To visit elderly people in their own homes, assess their needs, liaising with other organisations as appropriate, and carry out risk assessments so that they can be matched with a suitable volunteer befriender.
- 2 To recruit, train, match, and support Happy @ Home befrienders with isolated elderly people. To recruit, train and support social activity volunteers.
- 3 To work collaboratively with other VCSE & Statutory organisations supporting elderly people, to share resources and information.
- 4 To organise and deliver Happy @ Home project events and activities across Daventry & South Northants.
- 5 To accurately record all statistical and monitoring information using the Charitylog database.
- 6 To produce written reports and collect statistical information relating to the Happy @ Home project, as requested by the Project Manager
- 7 To produce information to publicise and promote the Happy @ Home project throughout Daventry & South Northants.
- 8 To attend meetings, events, and training as appropriate.
- 9 To undertake any other duties relevant to the position.