



Job Description

Job Title	Project Development Coordinator. Ministry for adults with learning disabilities.
Accountable to:	Trustees of David's Table Trust
Salary:	<i>Up to £12 per hour depending on experience.</i>
Hours:	8 hours per week possibly over 2/3 days
Contract:	2-year contract
Location:	'Lizzies' Elizabeth Lodge Cedar Grove Trowbridge
	There is a Genuine Occupational Requirement for the post holder to be a committed Christian.

About David's Table

The origins of David's Table Trust can be traced back to a vision Christine Jenkins had in 2012 which was to use, the then unoccupied Manse at Bethesda Baptist Chapel for supported accommodation aimed at Christian people with learning difficulties.

A group of interested persons comprising of three couples, came together to explore the idea. As a result, it was agreed to set up a Charity and Company limited by guarantee – the charity was registered in 2012.

The formal object of David's Table, is:

For the public benefit to promote and protect the health and well-being of persons with learning difficulties or other mental or physical disabilities in Trowbridge, Wiltshire and in such other parts of the United Kingdom as the Trustees may from time to time think fit according to Christian principles, particularly but not exclusively by the provision of accommodation and other facilities to enable them to live within communities and to fulfil their individual potential.

This can be broken down into the following goals:

1. The acquisition and ownership of property to house people with disability, particularly learning disability.

Our properties will provide:

- Long term accommodation and security
 - Homes that will give people continuity and stability in their life
 - Support that is based on Christian principles
2. The provision of meaningful occupational services for people with disability, particularly learning difficulties.

Our service will:

- Provide meaningful occupational services that are available to people with learning difficulties
- Enable users of the service to be part of the community
- Provide support that is based on Christian principles

Phil and Christine Jenkins founder members of the Charity independently purchased Elizabeth Lodge to set up supported living accommodation.

The purchase of Elizabeth Lodge caused the Trustees to review the objectives of David's Table as it seemed that 'Goal 1' – 'the acquisition of properties to house people with a disability' was beginning to be fulfilled by Phil & Christine's venture.

It was agreed that David's Table Trust 'Goal 2' should become its primary goal for the time being. The Trustees are now keen to seek the development of 'meaningful occupation'.

A room in Elizabeth Lodge (Lizzies Lounge) is being made available to David's Table Trust free of charge where the Trust can start to move forward with plans for people to engage in Christian based meaningful occupation.

Job Purpose

Applications are invited for the position of a Christian Worker to develop a ministry for adults with learning difficulties in the Trowbridge area. The role will be to work with Christian people with learning difficulties helping them grow in their faith and relationship with the Lord Jesus, and to show those who may not yet be Christians the love of God. This ministry will involve contact with the churches in Trowbridge and the surrounding area to encourage their members to participate in the Project. People can come and share their talents and gifts to enrich the lives of adults with learning difficulties. These talents could be creative i.e. art, music, storytelling or other gifting's such as gardening or any other activity that will encourage and strengthen their faith.

The position, after a three-month probationary period, is for a minimum of 21 months and will then continue subject to performance and available funding.

Main duties and responsibilities:

- To be responsible for the planning of activities. Arranging, designing, developing, implementing sessions for individuals with a learning disability.
- To develop a network of Volunteers from local churches who have gifting and skills and would be willing to come and share these within the sessions.
- To ensure a safe and fun environment for individuals with learning disability.
- To provide innovative opportunities and ensure that sessions are led by customer demand and interest.
- Maintain records of activities to monitor and evaluate individual and group participation and success.
- To contribute to the overall aims of David's Table Trust

- To encompass a wide variety of activities using any available resources including the gardens at Elizabeth Lodge.
- To be willing to undertake mandatory training and any other training relevant to the job
- To assess individual needs continuously and to participate in reviews as appropriate.

General:

- Understanding and abiding by health & safety guidelines and ensuring others do the same.
- Maintain confidentiality of information regarding all adults at all times.
- To attend regular supervision sessions with Trustees and undertake relevant training as and when required.
- Maintain excellent communication with David’s Table Trust Trustees at all times.

Person Specification		
Knowledge and Experience	Essential	Desirable
Having a basic understanding of the care and support needs of people with physical and learning disabilities and respecting them as individuals.	✓	
Experience of working with children and/or adults with disabilities.	✓	
Have good interpersonal skills, able to relate and communicate the vision of the Project to the Churches and to people with a disability.	✓	
Good basic understanding of Maths, English and IT.	✓	
Commitment to any training required	✓	
Skills and abilities		
First aid qualification.		✓
Able to support and encourage adults to participate in a range of activities - Differentiation skills.	✓	
Understanding of barriers people might face to participation and an inclusive attitude.	✓	
Qualities		
Physically able to undertake this role.	✓	
Positive attitude towards diversity in general and specifically towards the rights, independence, inclusion and choice for adults with additional needs.	✓	
Qualifications in related areas – i.e. development of a project, teaching, youth/community work.		✓
Special Conditions		
Genuine Occupational Requirement: Part 1 of Schedule 9 to the Equality Act 2010 applies to this post with respect to religion. The jobholder must be a practising Christian who lives its ethos and teachings in order to teach the Christian Faith with conviction and integrity.		

Please feel free to contact Christine Jenkins for an informal discussion about the role.

To apply please send your CV and covering letter. Your letter should explain, in no more than 500 words, why you feel you would be suitable for this post and how you fit the criteria in the person specification. Please include details of two referees – (we will not contact these until after interview stage)

Closing date for applications 30th April 2018 - 12 noon. Interviews 11th May 2018.