

**People First Merseyside
DAVID Project Development Worker
(Delivery and Facilitation)**

Job Description (1DF)

People First Merseyside is a user-led self-advocacy organisation for adults with a learning disability. Our mission is to ensure that the voices of people with a learning disability are heard, respected and valued and that as a result people can live happier and healthier lives.

Main Purpose of the Post

The post holder will continue to facilitate and implement a 5-year project called **Dignity And Voices In Dying** (DAVID.) This project is funded until **31/08/2024**

This project;

- Supports people with learning disabilities to know and understand about death, dying and how it will affect them.
- Enables people with learning disabilities to plan for their future and make their wishes about death and dying known.
- Makes death and dying a less frightening experience.

Project Development Worker (Delivery and Facilitation) –The post holder will be responsible for day-to-day project delivery with main responsibilities including: supporting people with learning disabilities (self-advocates) to develop the project, facilitating working groups to produce resources, administration and monitoring.

Tasks:

- Recruit and facilitate a self-advocate led steering group, task and finish groups and parent/carer coffee mornings.
- Professional stakeholder liaison and engagement.
- Engage with community organisations, providers, statutory services and other agencies to promote the project.
- Produce accessible resources that will be developed into an end of project resource pack.
- Develop an accessible training programme.
- Train people with learning disabilities to become peer educators.
- Facilitate the production of a website and/or App that gives access to resources for the wider public.
- Attend annual regional residential self-advocate conference and any other relevant regional/national events.

- Plan, organise and facilitate a regional end of project conference to promote learning and resources.
- Develop a variety of innovative, qualitative tools to measure progress and achievements throughout all elements of the project.
- Keep accurate and up to date records of all the work undertaken throughout the lifespan of the project.
- Produce reports for stakeholders and funders to track the progress of the project.
- Any other project support tasks commensurate with the job role and salary may be required at the discretion of the Manager/Coordinator.

Value Base

We are an organisation led by and for adults with learning disabilities and expect all our staff and volunteers to share our value base:

- Believe that people with learning disabilities have the same rights as everybody else.
- Believe that people with learning disabilities should have choice and control over decisions which affect them.
- Believe that people with learning disabilities should have access to the support that they need to live and work in their chosen life.
- Believe that people with learning disabilities can achieve their goals.
- Believe in a peer and self-advocacy approach.

Terms and Conditions

- This post will be on a 12-month rolling contract, starting from the date of appointment.
- The post holder will work for **35 hours** per week, these hours will be agreed upon appointment however a level of flexibility is expected.
- The salary will be **£23,647** per annum.
- Time off in lieu will be granted for extra hours worked in accordance with our policy.
- The post holder will be entitled to **25 days'** holidays plus bank holidays with pay in every year.
- People First Merseyside operates an auto enrolment pension scheme with The People's Pension.
- The **Project Development Worker** will be managed by People First Merseyside's Manager/Coordinator.

For more information about People First Merseyside please see our Facebook page:
<https://www.facebook.com/PeopleFirstMerseyside>