

**Young Carers Support Coordinator**

**Are you passionate about working with Young Carers and making a difference to their lives?**

Company: Southend Carers

Hours per week: 21 hours per week

Salary: £22,250 pro-rata

Location: Southend-on-Sea, Essex

Contract Type: Fixed term - 3 Years

**Job Description**

As our Young Carers Support Coordinator, you will be working as part of a small team to support Young Carers, aged 5 to 17 years old, living in the Southend-on-Sea area.

You will be providing information, advice, one to one support & delivering programme activities and events to improve the health and wellbeing of young carers and their families, and support them to access a wide range of projects and support services.

We are looking for someone with experience working in the youth voluntary sector. Previous youth work experience & knowledge and/or awareness of young carers is desirable.

As the Young Carers Support Coordinator you must be:

* Available to work flexibly between Monday to Friday, including occasional evening and weekend activities.
* Have a passion for working with young people.
* Experienced in either facilitating groups or event planning and coordination.
* Willing to undergo a Disclosure and Barring Service check

**Closing date for applications:  Monday 2nd December 2019 – 5pm**

**Interview will take place on:  Tuesday 10th December 2019**

To apply for this position, please download the files below, which can be completed either electronically or manually as required.  After checking that you meet the criteria outlined in the Job Description and Person Specification, please complete the Job Application Form and Equal Opportunities Form and return them to the address shown below. **If you are filling in the forms electronically, please ensure that you save the completed files to your PC before sending them to Southend Carers**.

Applications that have been completed electronically should be e-mailed to: admin@southendcarers.co.uk

Applications through the post are to be addressed: Siouxzanne Prior, Southend Carers, SAVS Centre, 29/31 Alexandra Street, Southend-on-Sea, Essex, SS1 1BW. Please mark your envelope "Private and Confidential"

If you have any problems with the application process, please contact Siouxzanne Prior, Administrative Officer on 01702 393933

WE DO NOT ACCEPT CVs - PLEASE COMPLETE THE JOB APPLICATION FORM.

Charity No: 1093240

Southend Carers is an Equal Opportunities Employer