



## Sussex Prisoners' Families



**Sussex Prisoners' Families are recruiting a Community Outreach Worker and Volunteer Coordinator**

### **Community Outreach Worker:**

We are looking for someone with experience of Family Support or Youth Work to reach out and engage children, young people and families with a family member in the criminal justice system, to provide emotional support and practical advice through individual 1-2-1 support, group work and telephone support. Focussing on the Brighton & Hove and West Sussex area.

- Rate of pay: £26,503 Full Time Equivalent:
- 22.5 hours per week (with occasional weekend and evening work).

For a role specification and application pack, please contact Louise Gallagher at

[lou@sussexprisonersfamilies.org.uk](mailto:lou@sussexprisonersfamilies.org.uk)

**Meet the team for an informal online discussion on 17th October 1.00-2.00.**

<https://us02web.zoom.us/j/83350773646?pwd=M2dOeE1seWJtR3hOUktiaGZGNVVWUT09>

Meeting ID: 833 5077 3646. Passcode: 25897

**Interviews For Community Outreach Worker:** Wednesday 8<sup>th</sup> November 2023 in central Brighton.

### **Volunteer Coordinator:**

We are looking for a Volunteer Services Coordinator to join our team. You will be responsible for overseeing the recruitment of Volunteers, coordinating and training our volunteers, developing our volunteer strategy and policies and the effective facilitation of referrals on to our family support services.

- Rate of pay: £26,503 Full Time Equivalent.
- 18.5 hours per week. (with occasional weekend and evening work).

For a role specification and application pack, please contact Clementine Manning at

[clem@sussexprisonersfamilies.org.uk](mailto:clem@sussexprisonersfamilies.org.uk)

**Meet the team for an informal online discussion on 18<sup>th</sup> October 6.00-7.00pm**

<https://us02web.zoom.us/j/81891367209?pwd=Wm9KWGJ4M2wvRnBSWWU3bVFwMWh3dz09>

Meeting ID: 818 9136 7209. Passcode: 110113

**Interviews for the Volunteer Coordinator:** 1<sup>st</sup> November 2023 in central Brighton.

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These are exciting opportunities requiring a high level of initiative and drive, reaching out to engage our communities across a wide geographic area. We are looking for people to join our small, dedicated and energetic team who will bring experience of supporting children, young people and families and of organising volunteer recruitment, training and policy.

You will be joining Sussex Prisoners' Families at a special time as we seek to grow our services, and design new ways of working with and alongside families affected by imprisonment. You will be instrumental in building our service model which supports prisoners' families in Sussex and we welcome applicants with lived experience and people who bring ideas, imagination and creativity.

**Location:** These roles are based in Brighton, but Sussex Prisoners' Families supports flexible working including working from home.

Both roles are fixed term contracts until 30<sup>th</sup> September 2025 with extension dependent upon funding.

**Deadline for applying for both roles: 25<sup>th</sup> October 2023.**

**How to apply:** By application form only, please do not send a CV. These posts are subject to an enhanced DBS check.