

Job Title	Green Connections Coordinator
Salary:	£20,484.36
Hours:	27 hours per week Fixed term contract offered to 31.08.2028
Location:	Crewe and Nantwich
Accountable to:	Services Manager
Role summary	<p>Age UK Cheshire works with older people to support them in living their best life...</p> <ul style="list-style-type: none"> • relieving loneliness, so that older people feel connected, • combatting poverty, so that older people have enough to live on, and • increasing independence, so that older people can live the lives they want to lead. <p>'Green Connections' is an innovative project which supports older people in Crewe and Nantwich surrounding area to reconnect with nature in their yards and gardens, connect older and isolated individuals with wider support and local opportunities to help relieve social isolation and loneliness. It also provides group delivery sessions around gardening based activities in care homes and community settings</p> <p>This position involves actively engaging with people aged 50 plus who wish to connect to nature and learn more about their garden or gardening activities. You will be responsible for community engagement, organising resources, working with older people in their homes for tailored sessions and providing group delivery sessions in the community and care homes..</p> <p>The Green Connections Coordinator role also involves actively engaging older people with services and support available, enhancing their quality of life. You will coordinate with other organisations and use their resources to secure additional support, always prioritising the consent and preferences of the clients. This role is an opportunity to make a meaningful difference in the lives of individuals, offering vital support to those in need.</p>
JOB DESCRIPTION	
	<p>1 Support with teaching older people new gardening skills in attending to their planters and encourage new interests in wildlife and biodiversity.</p> <p>2 Promote and engage with the network of organisations that work with older people in and around Crewe and Nantwich to maintain and develop positive relationships and referral routes</p> <p>3 Update monitoring and evaluation systems to accurately record project outcomes and volunteer information.</p> <p>4 Be the first point of contact for the project and build relationships with individuals, local agencies and groups.</p> <p>5 Assess individuals and their circumstances to understand suitability for the project.</p>

	6	Work with older individuals in choosing an offer to suit their lifestyle, needs and wishes.
	7	Be responsible for connecting people into local advice and support.
	8	Link isolated older people with volunteer support.
	9.	Train and support a core local volunteer team in doing light maintenance and planting in group sessions, gardens, yards and raised planters.
	9	Ensure appropriate resources are sourced.
	10	Assist the Service Manager in promoting/marketing the project.
	11	Provide group delivery sessions in Crewe and Nantwich within care settings and community groups
PERSON SPECIFICATION		
Essential	a	Experience of delivering community gardening or practical experience in environmental activities
	b	Experience of organising initiatives and opportunities for community and volunteer involvement
	c	Experience of planning and delivery of group sessions to support engagement and learning
	d	Proficient in Microsoft Office, including Word, Excel and also knowledge and experience of using a client database
	e	Excellent organisational skills and ability to work on own initiative
	f	Have use of a car and full driving licence and ability to travel in Crewe and Nantwich
	g	To be in good physical health to allow lifting of resources and materials
Desirable	e	Nationally recognised qualification in horticulture, conservation or volunteer management
	f	Experience of working with and supporting volunteers and ability to plan a range of practical environmental activities with volunteers
	g	Experience of ensuring all relevant health and safety standards are met in relation to your personal safety, the safety of volunteers, and members of the public
GENERAL:	a	Excellent interpersonal skills, with an ability to develop team working
	b	Good verbal and written communication and negotiation skills
	c	Excellent delivery skills and confidence in group settings
	d	Lead by example in living our organisational values
	e	A commitment to empowering older people to have choice and control over their own lives
ADDITIONAL INFORMATION		
HOURS:		The hours of work for this role are 29 per week, and these will normally be worked 4 days a week between Monday to Friday. The working pattern can be discussed at interview.
CONTRACT:		All new staff are subject to a six-month probationary period. 4 weeks' notice is required to terminate employment by either side i.e. the employee or Age UK Cheshire. During

	the probationary period, one week's notice is required by either side.
FUNDING:	Funding is currently secured to 31.08.2028
HOLIDAY ENTITLEMENT:	From the 1st January to 31st December the basic annual entitlement for full time employees is 25 days, plus an entitlement to Public Bank Holidays and a discretionary entitlement to 1 extra day awarded by the Trustees. Part time staff will have their entitlement pro-rated according to the number of hours they are contracted to work.
CRIMINAL DISCLOSURE:	The post holder will be subject to police checking by the Disclosure and Barring Service (was CRB) Enhanced Disclosure.
PENSION:	Age UK Cheshire has an automatic enrolment workplace pension scheme pension scheme in place for eligible employees.
HEALTH CARE:	Age UK Cheshire offers a Health Care Cash Plan and staff are entitled to receive healthcare benefits.

Age UK Cheshire is a Mindful Employer and positive actions will be taken to ensure that people will not be excluded from working for the organisation because of their age, race, ethnicity, faith, marital status, sexual orientation, gender, physical or mental health.