



Job Description

Job Title | Community Support Coordinator (CSC) – *Full Time*

Job Purpose |

To provide social support for adults with autism, LD and mental health problems and to facilitate in the participation of person-centred activities/opportunities out in the community.

Contract Details |

Full time hours 35hrs – 45hrs per week. Overtime available.

Salary |

£13.00 per hour Plus mileage and relevant activity expenses.

The Role |

aebal Leisure provide outreach support for adults with autism, learning disabilities and/or mental health conditions to access their community. The support is delivered in short, person-centred sessions in the day time, evenings and at weekends. Clients are met at home or out in the community to commence support so applicants must be willing to drive to a variety of locations and be familiar with the Nottinghamshire area.

The sessions are structured around detailed Support Documents which clearly define the person's interests and aspirations and their individual support needs. We take an extremely proactive approach to every session; from researching and sourcing activities to providing the support needed to participate.

aebal sessions include:

- Sports and fitness
- Outdoors and nature
- Social outlets
- Independent living skills
- Work opportunities
- One to one Mentoring
- or simply having fun!

The role of Community Support Coordinator is a fantastic opportunity for someone who is positive and open-minded in their approach to life and is passionate about helping people improve their mental health.



You have the opportunity to work with our wonderful clients either on a one-to-one basis or in small friendship groups. The support involves a combination of lone working and working alongside other CSCs.

You will need to be professional and dedicated whilst being creative and adaptable in your support approach.

Job Requirements |

- To work alongside and understand the individual needs of the person you are supporting.
- To promote choice and independence whilst keeping individuals safe and happy out in the community.
- To inspire and motivate each individual to meet the outcomes identified in their aebal Leisure Support Document.
- To proactively research and source mainstream community activities.
- To professionally represent the organisation out in the community.
- To organise sessions in accordance with the activity rota and individual session timetables.
- To receive supervision and guidance from more senior staff members.
- To attend staff training and staff zoom meetings to further develop your skills and knowledge.
- To maintain written records of support and understand the importance of safeguarding.
- To communicate professionally with colleagues, clients and their family where necessary.
- To be familiar with the Nottinghamshire area and confident to drive to a variety of session locations.
- To understand our ethos and the need to provide sessions in the evening and at weekends.
- To be committed to and work within the aebal Leisure policies and procedures, including its Confidentiality, Ethical Values Statement, Equality, Diversity, Harassment and Health and Safety policies.

Personal Requirements |

- To be self-reliant and confident enough to initiate, organise and manage sessions.
- To be adaptable to change and able to improvise accordingly.
- To have a passion for helping others.
- To have a driving license and access to a vehicle.
- To be comfortable and competent lone working on one-to-one sessions.
- To be patient, intuitive and calm under pressure.
- To have a good sense of humour!
- To be flexible and comfortable working non-typical hours.
- To be understanding, patient, persistent and resourceful.
- To lead a healthy and active lifestyle with a positive outlook on life.
- Competent verbal, written and texting skills!
- To be competent using Dropbox on your computer and phone.

