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| Diverse UK |
| **Sessional Worker** | **Reports to:** Project Manager & Trustee |
| **What you will do** | **Job summary:*** To develop and deliver Diverse Green Space Activity Groups for adults with autism in the South Gloucestershire, Bath & North Somerset Areas
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| **How you will do it** | **Principal accountabilities*** To develop social networks for adults with autism through Green Space interest groups and activities
* To ensure the safety of the beneficiaries with regard to planning and delivery of said Green Space (Outdoor) activities.
* To evaluate and ensure quality of services offered to people with autism throughout the project period.
* To engage and work in partnership with other local stakeholders and providers for people with autism when appropriate.
* To report monthly to the Trustees on progress and outcomes, and to assist in the preparation of reports to funders.
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| **Relevant Skills that are importat** | **I am committed to making a difference** I display a positive approach in the way I work and contribute to the wider needs of the organisation and its stakeholders either directly or indirectly. At work I overcome difficulties, setbacks and pressure, to get things done because I understand the impact of autism. I recognise and encourage commitment in others. |
| **I promote Diverse**I represent and promote Diverse UK or what it stands for. I influence and raise awareness by talking positively about autism and Diverse services to a wider audience |
| **I cooperate with others to work safely**I understand the health and safety risks associated with my job and work responsibly with others to reduce them. I have a positive attitude to safety that causes me to care about the wellbeing of others as well as myself. |
| **I work in partnership**I build trust and partner with colleagues, other agencies and key people to facilitate the best outcomes for the Diverse UK community. I overcome barriers and difficulties to bring people together and manage relationships internally and externally to maximise service provision and the use of resources. I support colleagues to achieve our objectives. |
| **I achieve a professional standard**I comply with legislation, regulatory standards, Diverse UK policies, guidelines, procedures and quality standards. I keep up date with best practice and work in a systematic, organized and methodical way to ensure governance is fully complied with. |
| **Person specification** | **Criteria which will be used in shortlisting and selecting candidates.**Skills/Abilities* Ability to work independently to build a wider community of people with or identify with autism
* Ability to engage with autistic people, their friends and families, and professionals
* Ability to motivate; build self-belief and confidence in others
* Ability to explain complex information in group and individual settings

Knowledge* Understanding of autism and its impact on individuals and families
* Understanding of autism communication and behavior support strategies
* Support and services available to people with autism and their families
* Education, health and social care legislation
* Knowledge of local areas that may be suitable for green space activity groups (e.g., cycling, walking, swimming, horse riding, climbing etc.) and the confidence to do so.

Experience* Experience of working with people with autism and their families
* Experience of supporting people to run groups
* Experience of general administration and finance duties
* Ability to report group numbers back to the Project Managers
* Ability to write risk assessments **(Desirable)**

Education & certification* Will be judged on a case by case basis
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| **Context** | **People you will work with** |  |
| Internal* Diverse UK sessional workers
* Diverse UK Volunteers
* Diverse UK Trustees
 | External* Bristol Autism Spectrum Service
* Voluntary groups such as WECIL, National Autistic Society
* Bristol Autism Forum
* Bristol City Council/CCG
* Parents/Carers
* Autism professionals
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| **Environment** | Work – Home based planning and in combination with the delivery of the outdoor activity. Travel to groups and run them independently across the ex-Avon area on a regular basis – Use of own vehicle or ability to independently travel |
| **Safeguarding responsibilities** | Diverse UK is committed to safeguarding and promoting the welfare of all children and adults who use our services and as such expects all staff and volunteers to share this commitment.   |
| **Position** |  | Freelance contract based on running a minimum of 1 activity group a month in the above areas.  |
| Hourly rate |  |
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