



Ageing Better Middlesbrough Information Pack for Recruitment

Introduction

Ageing Better Middlesbrough is a six-year, £6 million National Lottery Community Fund programme aimed at reducing loneliness and isolation in Middlesbrough for people aged fifty and over.

Middlesbrough and Stockton Mind is the lead in a partnership of organisations delivering a range of support and creating exciting opportunities for older people in the area. We are now looking for someone to work with us to help realise our vision of enabling people aged 50 and over, who are at risk of loneliness and isolation, to lead more fulfilling lives.

What we do

Our model of delivery for Ageing Better Middlesbrough contains three specific elements: intervention; prevention; and communication.

Intervention (Integrated Outreach Project) - This project works to identify, engage and support the loneliest and most isolated older people. The aim of this work is to support people to overcome the practical and emotional barriers, which prevent them from being more involved in their communities. The support we provide will enable people to engage in their communities, including other Ageing Better Middlesbrough activities.

Prevention (Community Development and Digital Inclusion projects) - This team works to increase the number and variety of community activities/groups available to older people, including ensuring activities/groups are accessible, well promoted and inclusive. They increase awareness and understanding of loneliness and isolation and facilitate community action to tackle these issues. They work with whole communities, but prioritise older people at risk of

loneliness and isolation, to harness their skills and potential as volunteers. They increase the number, skills and confidence of local people involved in community action and activity.

Communication (The Network) - The Ageing Better Middlesbrough Network is the hub of communication and information about activities and opportunities relevant to older people. All projects feed information into the Network about community activities and groups available to older people, involvement and volunteering opportunities and good news stories. The Network operates a successful membership model for older people, community groups and organisations in Middlesbrough, offering choice to people about how they prefer to receive information. It has an active online and social media presence. Older people are involved in the design and decision-making relating to the Network. The Network is responsible for design and development of promotional materials and campaigns.



Food and Friendship

What is the project?

The Food and Friendship Project is part of the Ageing Better Middlesbrough (ABM) prevention programme. It has been developed as a result of the ‘test and learn’ approach that enables better understanding of what works to tackle loneliness and isolation locally and nationally.

Over the past two years Together Middlesbrough and Cleveland have been delivering the Faithfully Ageing Better Project (FAB), which has developed a proven track record of working within local communities to develop activities to reduce loneliness and isolation amongst older people. Using a test and learn approach, FAB has led work around Intergenerational approaches to reducing loneliness. We would like to build on the learning from the intergenerational work funded through ABM, to create a programme of activities that will aim to reduce loneliness and isolation across the generations in some of the most disadvantaged wards where current engagement with ABM activities is low.

Feast of Fun – holiday activity and food provision during the school holidays for low income families, has now developed a strong intergenerational element. In 2018, 109 older people took part in Feast of Fun, with significant benefits for older people and families. Over the past year TMC has administered a small grants programme for local communities to develop intergenerational activities based around key festivals and celebrations, with people getting together to share food, and take part in activities that break down barriers and help to build relationships e.g. Pancake Day, Valentine’s Day, Easter. These have proved to be an effective way of connecting older people with the wider community and building stronger relationships across generations. Reports are available on the ABM website,

<https://www.ageingbettermiddlesbrough.org.uk/wp-content/uploads/2017/12/Feast-of-Fun-Intergenerational-Learning-Report.pdf>

Project Outline

At the heart of the Food and Friendship Project will be opportunities to share food together, with community meals and other celebrations that will include older people who are isolated coming together with families and young people. Sharing food together is a traditional way in which people socialise, and many people who live alone rarely enjoy sharing a meal with other people. In addition, it can include a range of activities around the meal – arts & crafts, games and entertainment, with additional opportunities to enjoy sharing skills and experiences.

The project would be developed within local communities through existing links into community and faith groups, focused around an accessible community building. In each community we would work with local people to build on assets within the community to develop a regular programme of food activities and community meals, linked to key festivals and national themes e.g. the Big Lunch and the Great Get Together. This may include identifying people who love to or want to learn to cook, people who enjoy or want to learn growing skills, people with talents that they would like to share with the wider community e.g. music, dance, crafts. Wherever possible people would be supported to share their skills with others across generations, in particular older people sharing their knowledge and experience with younger generations, helping them to feel valued, and enabling them to make a positive contribution to their community. Using the five steps to well-being – connect, be active, learn new skills, give to others, be mindful, the project will aim to significantly contribute to people's health and well-being.

As well as reducing loneliness and isolation, the project would also aim to address food insecurity, helping people to improve their nutritional intake and so also contributing to their health and well-being. This would be achieved by encouraging the use of surplus food, sharing knowledge and skills around cooking low cost meals, and where there are local opportunities supporting people to grow food, even on a small scale e.g. herbs.

Over the next two years, using an Asset Based Community Development approach, the project will aim to develop new and existing activities to bring people together around food and activities in local communities.

Where does the project fit in Ageing Better Middlesbrough?

Together Middlesbrough & Cleveland (TMC) has been commissioned by Ageing Better Middlesbrough to develop and manage the Food and Friendship Project, in partnership with Middlesbrough Environment City (MEC). The project co-ordinator will be employed and managed by TMC, the cooking and growing staff will be employed by Middlesbrough Environment City (MEC).

It is anticipated that this project will form part of the 'prevention' element of the Ageing Better Middlesbrough programme. The project will work closely with the Community Development projects of Ageing Better, increasing awareness and understanding of loneliness and isolation and facilitating community action to tackle these issues.

We recognise that churches and faith-based groups are often providing support and care to people, particularly around times of loss, bereavement and ill-health. There may be opportunities for this project to engage some of the most lonely and isolated older people in Middlesbrough and provide a pathway for older people to access the 'intervention' teams within Ageing Better Middlesbrough as well.

The aims of the project are:

- Empower local people to take action to reduce loneliness and isolation in their communities, using food and cooking.
- Increase the number, confidence and skills of local people within local communities who are involved in community action and volunteering.
- Supporting individuals and groups to ensure their activity is sustainable.
- Provide greater insight and learning about intergenerational and food approaches to reducing loneliness and isolation.
- Address food insecurity and improve health and wellbeing.

The project will focus on empowering local people to take action to reduce isolation and loneliness in their communities, and supporting individuals and groups to ensure activity is sustainable. Their work will be led by the people in the communities they are working in, using the principles and practice of Asset Based Community Development.

Legacy

The project will be designed to build on the vision, skills and assets of local communities. Through building a programme of community meals and food activities around festivals and celebrations, we anticipate that this pattern of bringing people together could be sustained beyond the life of the project. In each community local people will develop skills in cooking and where relevant growing, and will learn to make use of surplus food, this will enable communities to develop a sustainable way of bringing people together around food.

Nationally and even globally there is an increasing interest in the reduction and use of surplus food and in increasing access to fresh, affordable produce. Middlesbrough is active in addressing this agenda through the Food Power action plan and Incredible Edibles Middlesbrough, this project lends itself well to promoting opportunities to grow food in community spaces for use by the community. We will link the food growing into the surplus food agenda giving community groups and organisations access to fresh, healthy low-cost food to support their ongoing events and community meals reaching beyond the scope of this project. The use of surplus food supports a “pay as you go” culture which makes events and meals available to all without the potential stigma that can be attached to the provision of free food. This can create an activist approach with communities coming together to reduce the waste associated to surplus food whilst enjoying the benefits of cooking and eating together.

References

Asset based Community Development (ABCD) <https://www.cuf.org.uk/learn-about/publications/tackling-poverty-in-england-an-asset-based-approach>

“A Silent Epidemic: How We can Share One Another’s Loneliness” <https://www.cuf.org.uk/learn-about/publications/a-silent-epidemic>

‘Connecting Communities: The Impact of Loneliness and Opportunities for Churches to Respond. <https://www.cuf.org.uk/learn-about/publications/connecting-communities>



Food and Friendship Project Co-ordinator

Job Description:

Responsible to:	Together Middlesbrough & Cleveland Board of Trustees
Hours:	Part time (25 hours per week)
Location:	Middlesbrough
Salary:	£17,885 (£26,470 pro rata)

Project length: Fixed term contract until 31st March 2021

Job Purpose:

Using the principles of Asset Based Community Development Work, to work with churches, faith and community groups, to develop the Food and Friendship Project, as part of Ageing Better Middlesbrough.

Main Duties:

The nature of the post of Project Co-ordinator is that the work cannot be described in the form of a list of tasks. You will be expected to use considered judgement and initiative in establishing priorities, planning your work and seeing it through to completion.

The work includes the following:

- To develop an effective working team with MEC cooking and growing staff to ensure that the project develops and contributes to reducing loneliness and isolation amongst older people
- To work with existing community groups and networks to identify people who are passionate about cooking, food and community life
- To develop Food and Friendship groups with people of different generations (including people over 50) in key local communities, building on the gifts, experiences and resources of local people
- To work with each Food and Friendship group to co-design and develop community meals and activities that will bring different generations together to reduce loneliness and isolation in their community

- Work with Food and Friendship groups to identify new and existing volunteers to develop their local Food and Friendship project
- Facilitate training for volunteers around food hygiene, cooking skills, listening skills and Dementia Friends training
- Work with Food and Friendship groups to identify and share good practice and monitor the impact of the project on reducing loneliness and isolation amongst older people
- Develop regular Food and Friendship network meetings, where groups can come together for support, sharing good practice and learning
- Work with ABM communications staff to promote the Food and Friendship Project via newsletters, social media and local media
- Work with ABM to raise awareness and understanding of loneliness and isolation amongst churches, faith and community groups
- Add value to the ABM network, by encouraging more churches, faith and community groups and individuals to become members of ABM.
- Be responsible for the development of this programme of work
- Work with people of all faiths and none, and with other relevant stakeholders to develop partnership working which will enhance the Food and Friendship Project and the work of the wider programme
- Maintain effective lines of communication between the Food and Friendship Project and other Ageing Better Middlesbrough projects
- Maintaining key relationships with the other staff within TMC, reporting on plans and work to the Board of TMC
- Maintaining accurate records and monitoring information, in line with the requirements of the ABM local and national evaluation.
- Managing activities in line with budgets and ensure they are as cost effective as possible
- Writing and presenting reports regarding the Food and Friendship Project and its performance in line with Big Lottery requirements and the requirements of the ABM Core Partnership
- Ensuring all activities meet all Health and Safety requirements and support the development of best practice in Health and Safety across the organisation

Your contract will include a requirement to comply with the reasonable instructions given by or on behalf of the Board of TM&C.

It will include a requirement in relation to the management or avoidance of conflicts of interest.

General:

1. To work within the values and policies of Together Middlesbrough & Cleveland at all times
2. To take part in line management supervision and appraisal as required
3. To ensure any information processed for both service users and staff is kept accurate, confidential, secure and in line with the GDPR (2018) and Together Middlesbrough & Cleveland's Confidentiality Policy
4. To have a duty and responsibility for personal health and safety and the health and safety of colleagues, service users and visitors
5. To attend training and events as required
6. To undertake other tasks commensurate with the position as required

Line management and employment matters

The TMC Development Officer for Middlesbrough will be assigned as your line manager.

Your contract will include provision in respect of statutory entitlement to leave, sickness absence, grievance and disciplinary procedure, etc.

Probation and notice period

The appointment is subject to safer recruitment procedures and a three-month probationary period, during which TMC may terminate your employment upon one week's notice. Thereafter the notice that you are required to give TMC is one month.

Place of work

Office facilities will be provided within the Trinity Centre, North Ormesby. Flexible working will be necessary, including some weekend and evening work. You will be required to travel independently within the Middlesbrough area as part of ordinary working. You may be required to attend a reasonable number of conferences and meetings elsewhere in the country. Reasonable travel expenses necessarily incurred in performing your duties will be reimbursed.

Hours and Remuneration

The working time of the post is 25 hours per week, subject to short-term variation by mutual agreement. There is no overtime payment but time off may be taken in lieu. Leave is based pro-rata on a full-time entitlement of 25 days plus public holidays. The gross remuneration is £17,885 (£26,470 pro rata). The remuneration is reviewed (upwards only) annually by the Board, though there is no automatic entitlement to an increase. After four months' employment the company makes a pension contribution of up to 7.5% of gross salary to the employee's chosen pension scheme.

Person specification

This document sets out the skills and experience required for this post and will be used for shortlisting and interviewing candidates.

Requirements	Essential	Desirable
Education/Qualifications <ul style="list-style-type: none"> • Degree level education in a relevant subject, or substantial evidence of relevant experience that has demonstrated ability. • Be able to clearly demonstrate a good level of critical thinking and written communication skills. 	<ul style="list-style-type: none"> ✓ ✓ 	
Experience <ul style="list-style-type: none"> • At least three years relevant work experience • Experience of working with the public in a community development role. • Experience of project development, planning and management • Experience of co-designing projects with beneficiaries • Experience of working with churches, faith and community groups • Experience of partnership working with organisations and professionals including statutory and voluntary, community and faith-based groups 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓
Knowledge <ul style="list-style-type: none"> • Knowledge and understanding of asset based community development • Knowledge of the effects of ageing, including the barriers and difficulties faced by older people who are lonely and isolated • Local geographic knowledge of Middlesbrough and its different communities 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> ✓

<p>Skills</p> <ul style="list-style-type: none"> • Excellent verbal communication skills, able to establish and maintain effective relationships with a diverse range of people • Ability to empower and work with older people, harnessing their skills and experiences • Ability to network and develop effective partnerships. • Ability to think reflectively and respond appropriately to challenges. • Ability to work as part of a team towards a common objective. • Ability to manage and support staff and volunteers • Excellent written communication skills, and computer skills including Word, Excel, Powerpoint and social media • Excellent organisational skills. 	All essential	
<p>Personal</p> <ul style="list-style-type: none"> • Smart appearance and a warm and friendly personality • A commitment to the values and aims of Ageing Better Middlesbrough and Together Middlesbrough & Cleveland • Compassionate, person-centred and non-judgmental approach • Self-motivated and able to work on their own initiative. • Someone who expects and works to high standards • Someone who enjoys food and being with people • Willingness to work within TMC's policies and procedures • Willingness to undertake professional development • Ability and willingness to work flexibly • Ability to travel independently using your own transport 	All essential	