

Deputy Coordinator - Bristol Churches Shelter

Person Centred – Organised – Empowering – Administrative

Do some of the words above describe you? Could you support the coordination of Bristol Churches Shelter to provide emergency accommodation for those who would otherwise sleep rough, in a car or in a tent over the winter in Bristol? If so, we'd love to hear from you.

Over the next winter the shelter is planned to be open between November and March. This is subject to confirmation of funding. Planning starts in earnest in September 24. The shelter provides 9 en-suite rooms with main meals provided by volunteers from across Bristol churches. Guests are empowered to move-on into sustainable accommodation.

This is a key role within the team, led by the Senior Coordinator to whom you would report. Alongside them you would assist with planning the winter shelter, updating policies and procedures, setting up the venue, attracting recruiting and training volunteers, overseeing rotas, participating in the referral process with our partners, supporting and empowering shelter guests, amongst various other tasks and activities.



Delivering the Bristol Churches Shelter (BCS) is a highly rewarding experience. Over winter 23/24, 26 guests were supported, 23 of whom moved on into stable accommodation, 6 of them had employment and 4 have remained in contact through the 'stay in touch' scheme.

"I was suffering from severe anxiety and fear in the street. I felt empowered, relieved, and hopeful being here."

Guest

"All the guests I spoke to said they appreciated the security and space the night shelter gave them."

Volunteer

Further information about this role and the Job Description are available via our website:

www.inhope.uk/get-involved/work-with-us. To discuss this role, or find out more, please contact Jane Jones, BCS Senior Coordinator at jane.jones@inhope.uk.

There is an Occupational Requirement for this role to be filled by a practicing Christian. Our Statement of Faith, Vision and Values and our Equality, Diversity and Inclusion Policy are available upon request and online at www.inhope.uk.

- *This role is offered on a Casual Contract basis and is subject to funding.*
- *Start date (subject to funding) – September 24.*
- *The hourly pay rate will be £13.85 (this equates to a Full Time Equivalent salary of £27,007).*
- *30 hours per week will be expected throughout October to March. Fewer hours will be offered in the months either side of October and March.*
- *Holiday pay will be added through payroll and based on the actual hours worked.*
- *Workplace pension with matched contribution of up to 5%.*
- *Access to inHope's Employee Assistance Programme and online training platform.*
- *This role requires flexible and hybrid working and being on-call on a rota basis. Work patterns will be discussed at the interview stage.*

Continued.

"I was suffering from severe anxiety and fear in the street. I felt empowered, relieved, and hopeful being here." BCS Guest

"There is such a welcoming atmosphere, and guests clearly value the support they receive." BCS Volunteer

Applicants:

We welcome applications from all communities and backgrounds. We particularly encourage applications from those with lived experience of homelessness.

About inHope:

inHope is an established Christian charity with a broad support base that has been working in Bristol since the mid-80's. We are dedicated to helping those with life disrupting problems, such as food poverty, homelessness and addiction, to reach their God given potential free from injustice and insecurity.

Application Process:

You can apply by either:

- A. Downloading and completing the [application form from our website](#), **or**
- B. Submit your CV with a covering letter which addresses the following:
 - i. A professional statement saying how you meet the requirements of the role as given in the Job Description and giving examples of how your knowledge, experience and skills demonstrate your suitability for this role (no more than 750 words); **and**
 - ii. A personal statement saying how your Christian faith has developed over time, and how you see your faith being worked out in practice through the role applied for (no more than 500 words).

Your application form or CV and covering letter, must be sent to: HR@inhope.uk by 12 noon Thursday 4th July.

If you would like support with completing your application please contact our HR team using the e-mail above or by calling 0117 330 1230 (please select general enquiries).

Screening conversations / interviews may be held for shortlisting purposes, where deemed helpful.

Applications may be considered and interviews held prior to the closing date. We will update the advert on our website should an appointment be made prior to the closing date.

Contact from recruitment agencies or online platforms in relation to promoting this vacancy will not be responded to.