



This position is for an independent contractor/self employed individual to undertake the role of

ACTIVITIES SUPPORT LEADER

An Activities Support Lead is required for THINK18 a local charity that supports young adults with learning disabilities in Chichester, West Sussex. The charity was set up to help young adults develop social networks, friendships and support their independence. This is a growing charity, and it is expanding its offer of various social activities both in person and on ZOOM, workshops and buddy support schemes to ensure the young adults can live enriched purposeful lives in the local community.

Position Overview

- Prepare to step up when the Activities Lead is not available
- Provide first aid support for young adults
- Establish a knowledge of our members medical needs / EAPs
- Support young adults during event session, ensure events run smoothly
- Get feedback from our young adults on what they would like at future events
- Liaison with administration to ensure all young adults are aware of events they are booked on
- Work with other contractors to plan activities including a 3 day camping weekend in August
- Attend activities / events – set up and take down as needed
- Assist with ZOOM activities – seven per week
- Assist with the planning of 2 to 4 fundraisers per year eg. Sponsored walk with the young adults, performance night or similar
- Other tasks as may be necessary

Position Requirements

- Creative individual with people skills – organised and prepared to work outside regular 9-5 hours.
- Ideally 2 years' experience working within the additional needs sector (or lived experience with a young adult with moderate to severe learning disabilities).
- A knowledge of diabetes & epilepsy is helpful
- Enthusiastic to make a difference to young people's lives.
- Good literacy and numeracy skills, evidenced by relevant qualifications.
- Experience of identifying individual needs.
- An ability to establish supportive relationships with our young adults.
- Must hold a current driving licence.
- Must hold a current first aid certificate and have knowledge of EAPs
- Must have a 'can do' attitude

Remuneration

- The rates of pay are dependent upon age and experience. Further information available at interview
- Opportunity to progress career within a growing charity.
- Self-employed position - pay own tax and national insurance.
- This position does not include holiday or sick pay.

Please could interested candidates email either a CV or written evidence of what makes them suitable for the post to jane@think18.org.uk