



Penhaligon's Friends
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20th July 2021

Family Services Support Worker – part time/ 22.5 hours over 3 days

Dear Candidate,

Thank you for your interest in the above post with our charity. Penhaligon's Friends has been in operation for over 25 years supporting children, young people and their families across Cornwall when affected by bereavement or serious illness. Penhaligon's Friends is committed to safeguarding and promoting the welfare of children and young people and the successful applicant will need to undertake an enhanced criminal record check and provide proof of identity.

We are a small staff team with a very enthusiastic volunteer group and the successful candidate will work closely with all members of our team. Our office base in Redruth is where you will spend the majority of your hours; however there is a requirement for regular travel throughout the county.

We have created this additional post to support our family services work moving forward, there are currently 4 staff involved in this direct support. The new role will be engaged in all aspects of our family service delivery, with telephone support to parents, carers and professionals being a core responsibility in the week. The new role will also support our group work, family visits and volunteer support. There may be potential to increase these hours dependant on need and funding.

Please find enclosed a job description, person specification and an application form. The closing date for all applications is Thursday 25th August at 9.00am and the interview date will be Friday 3rd September 2021. We would ideally like our new team member to join our training opportunity which starts on 28th September and runs for 3 consecutive Tuesdays.

We will be hosting a virtual Zoom session to talk about the charity and this new role, with a chance to meet some of our team on Wednesday 18th August at 7.00pm, if you would like to join and find out more, please do get in touch and we can send you the joining details. If you would like to discuss the position in further detail, please contact myself, or Anna Pemberton our Family Services Lead, in the office.

We look forward to receiving your application.

Yours sincerely,

Julie Parker

Julie

CEO



Charity No. 1189323



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