

ID 1145:	Maternity Circle Facilitator Family Action Bradford Perinatal Support Service
Location:	Based in Bradford
Hours:	Part time - 14.8 hours (2 full days)
Salary:	Grade 2 (upper) Point 16-19 Starting at £24,724 FTE per annum to £27,232 FTE per annum £9,889.60 to £10,892.80 per annum for 14.8 hours per week
Contract:	Fixed term contract until end of June 2025 Possible extension subject to further funding

Family Action & the Service:

Are you passionate about supporting women, babies, and families in the first 1001 days (pregnancy up to age 2)? Are you organised, proactive, adaptable, and skilled in engaging families and professionals? Do you have experience of providing advice and signposting and / or running group sessions?

At Family Action we transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation. We have been building stronger families since 1869 and today we work with more than 60,000 families in over 150 community based services.

Family Action Perinatal Support Service has been running a successful Maternity Circle and will be launching a second Maternity Circle In Bradford. We have an established and effective model in place, families who attend enjoy the sessions and content, and are able to access healthcare, support, advice and activities. The Circle lives up to its aim to 'Open the Door to Access More!'

Your Impact & Main Responsibilities:

- You will run the Maternity Circle sessions in 2 community venues, including setting up provision and providing content, and organise and plan for future sessions.
- You will be the friendly face and the welcoming presence in the Circle sessions, building rapport with the parents/carers and children who attend, and aiming to meet their needs.
- You will collect data and record this, use reflective logs, and create quarterly case studies.
- Within and outside of sessions, you will consult with families as to what they want from the Circle, in order to tailor content and future sessions to meet those needs.
- You will liaise with professionals and community workers across the maternity system and the local area, in order to plan for content delivery, and to effectively signpost or refer on to other services as needed.

Your Skills & Experience (see job description and person specification for more information):

- You will have personal experience of pregnancy, childbirth, and early parenting, or have supported people in the First 1001 days.
- You will have some experience of running groups or sessions, and / or of supporting families and communities.
- You will have excellent organisational skills and be able to work autonomously, including forward planning for future Circle sessions.

- You will have good networking and engagement skills, able to both be friendly and welcoming in leading Circle sessions, and building connections with professionals and community workers to benefit the Circle.
- Appointments are subject to Family Action receiving a satisfactory disclosure from the Disclosure and Barring Service.

We would particularly welcome applications from candidates who can speak and understand Urdu, Punjabi or Bengali, or Arabic, or who can speak and understand Polish, Roma, Czech or Slovak. We would welcome these language skills as this will help our work, these languages are spoken in the communities we serve.

Benefits:

- an annual paid leave entitlement that commences at 25 working days, rising each April by one day, subject to a maximum of 30 working days plus bank holidays
- up to 6% matched-pension contributions
- enhanced paid sick leave and paid family leave provisions
- eye care and winter flu jabs vouchers
- cycle to work scheme
- investing in your professional development with ongoing quality training and career development opportunities

We are forward looking, ambitious and committed to continuous improvement. We are a people focused, can-do organisation, which strives for excellence in all we do and operates with mutual respect

To Apply:

- **Complete:** the [Application Form](#) & send to: completed.application9@family-action.org.uk
- **Closing Date : Monday 22nd April at 9am**
- **To learn more about Family Action:** [Recruitment Pack](#)
- **To learn more about our terms & conditions:** [Summary Terms & Conditions of Employment](#)
- **To help us fulfil our commitment to diversity and promoting equal opportunities:** complete our anonymous [Equality & Diversity Monitoring Information survey](#)

If you have any questions regarding this vacancy please contact: rebecca.mcilvenny@family-action.org.uk

Our commitment to Equality, Diversity & Inclusion:

We are happy to consider any reasonable adjustments that candidates may need during the recruitment process and you will be asked whether you require any adjustments if shortlisted for interview. We also make reasonable adjustments on the job, where required.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.