



Job Description Mission Area Officer East Sutherland and Caithness

Background

Are you confident, approachable and empathetic? Do you want a job where you make a difference every day? Can you listen as well as talk, be organised as well as flexible? If this is you then you should take the next step and apply to join the family of the Fishermen's Mission.

We are looking for an Area Officer to work in East Sutherland and Caithness. (covering the area from East of Loch Erribol to Inverness) This job is about fishermen and their families. You need to be able to walk alongside people in the good times and the bad. They will need you to offer guidance and answers that will offer practical solutions and make a real difference. This is one of the most rewarding jobs you could ever hope to have.

The Fishermen's Mission is a Christian charity that has been around since 1881. We help active and retired fishermen and their families around the whole of the UK coastline. You could be part of our vital work. We're not caught up in qualifications or even work experience. We are looking for the right person. Someone who can plan out their own day, talk to someone without waiting for an introduction, listen carefully and respond with compassion. Sounds like you? Get in touch.

The Role

This is a part time post for which an equivalent of four day's work a week is expected. (32 hours) There is complete flexibility in relation to how the hours are constructed. It is expected that the Mission Area Officer will support the delivery of the Fishermen's Mission's work in the area in a number of ways, including the following:

- To build strong and proactive relationships with fishing communities, active and retired, including widows and families
- To maintain close relationships with the wider fishing industry, with key community leaders and relevant organisations – especially RNLI and Coastguard
- To maintain a programme of harbour and boat visits
- To offer welfare support and advice, including at home and in hospital visits as appropriate
- To arrange financial support and make grant applications where required
- To provide leadership and support to local Fishermen's Mission staff and volunteers
- To explore, in discussion with Head Office, the possibility of special projects which might be relevant to the area

- To maintain strong relationships with local churches and appropriate community groups
- To lead and preach at funerals and other services as requested
- To liaise closely with Fishermen's Mission colleagues
- To attend Fishermen's Mission conferences and undertake appropriate training as required
- To maintain close contact with Head Office and to fulfil administrative tasks as required
- To lead fundraising in your area

The Fishermen's Mission is a Christian organisation. It is an occupational requirement that the person appointed to the post is a practicing Christian.

Terms and Conditions

Based: In an office in Scrabster harbor, but travel around East Sutherland and Caithness is required

Transport: A car is provided for use in this role

Formal position: Uniform wearing, salaried member of staff.

Hours: 32 hours per week

Annual Salary: £24,539.86 per p.a

Probationary period: 12 months.

Group personal pension plan: available on satisfactory completion of 3 months service.

Life Assurance: up to four times annual salary.

Critical Illness cover: paying 75% of salary if unable to work for longer than 6 months due to one of the covered conditions.

Holiday: 25 days annual leave plus public holidays, (pro rata is 27 days inclusive of public holidays).

Line management: The successful applicant will be responsible to the Chief Executive.

Application and interviews

- Application forms are available on the Fishermen's Mission's website www.fishermensmission.org.uk/get-involved/vacancies or via Hanna Taylor at hannataylor@fishermensmission.org.uk
- The closing date for applications will be 1 February 2019.
- Interviews will be held at the An Drochaid Centre, Fort William on 12 February 2019. (Travel costs will be re-imbursed)

Appointment will be subject to receipt of satisfactory references and PVG Scheme membership.