

Skills for People



Project Development Worker – Employment (Teesside)

Recruitment Pack



About Us



Skills for People is a values-driven charity based in Newcastle upon Tyne, working across the North East, dedicated to supporting people with learning disabilities, autistic people, and their families. For over 40 years, we have championed the rights and inclusion of disabled people, ensuring they have choice and control over their lives. We work with people, families, and communities to provide advocacy, support, training, and accessible information. We are person-centered, and we believe in co-producing services with the people we support, ensuring their voices are at the heart of everything we do. We are a collaborative team with a strong track record of delivering impactful services. Our dedicated staff and volunteers work alongside people with lived experience to create meaningful change—whether that’s through peer support, campaigning for rights, or working with services to improve accessibility and understanding. We are rooted in community action, we influence policy and practice at regional and national levels. We want a society where people with learning disabilities and autistic people are valued, included and treated with dignity and respect.

£200,000

Donations

£400,000



Our Values



Empowering: We inspire confidence and enable people to take control of their own lives and to be leaders.

Resilient: We're determined and positive. We work together to overcome challenges and achieve our goals.

Creative: We think in imaginative ways and find fresh ideas to make a difference.

Understanding: We listen carefully, so that everyone feels heard, valued, and understood.

Fearless: We're courageous and adaptable. We challenge norms to create positive change.

Inclusive: We're fair and open. We ensure everyone feels welcome, valued, and equal. We're partners.

Compassionate: We're kind and caring. We're supportive.

Our Vision

All people are valued and treated fairly

Disabled people and their families have the same chances, choices and rights as everyone else, so they lead good, healthy and meaningful lives

Disabled people play their full role in society because they have talents and strengths that enrich our society.

Skills for People

Our Mission

We work to make sure that disabled people and their families are in control of their lives, are strong, confident and included in the communities of their choice.

We promote and protect the rights of disabled people and their families. We challenge barriers and promote equality.

Disabled people and their families are at the heart of all we do.

About the Role

We are recruiting a Project Development Worker to join our small and successful team in Teesside.

Working with adults with a learning disability in the Redcar and Cleveland area, helping to prepare people for employment or volunteering opportunities, through confidence building and up-skilling. This will help them develop job specific and employability skills, including communication, time management, problem solving and teamwork skills

Supporting more people to gain employment – paid, other ways in lieu of work (involvement fees) or volunteering and supporting people to stay in employment by providing personalised support. This will empower people to thrive in the workplace.

Supporting people to improve their overall wellbeing through personal pathways to increase their self-confidence and sense of identity.

Working with local employers in the public, private and voluntary sectors to create opportunities for people either by volunteering or paid.



Our Mission

About the Role

Project Development Worker – Employment: Teesside Team

Location: Home based, with travel across Redcar and Cleveland

Salary: £26,832 pa pro rata

Hours: 35 hpw (Full time). We will consider job share, please tell us your preferred working pattern

Responsible to: Teesside Team Manager

Main duties:

- a) To support people with a learning disability into employment and volunteering opportunities.
- b) To develop links and liaise with employers in the Redcar and Cleveland area.
- c) To provide ongoing support to people through their employment and volunteering.
- d) To explore additional qualifications and opportunities for people.
- e) To develop links with other community organisations.
- f) To develop potential partnerships working.
- g) To set up and support the steering group.
- h) To co-produce an annual learning event.

Reporting and liaising:

- a) Ensure high standards of record keeping using data bases (such as Charity Log), and other recording systems.
- b) Carry out monitoring and evaluation, analysing project outcomes, and to provide evidence of impact to funders and the Board.
- c) Give verbal and written reports, as required.
- d) Build and maintain effective networks with relevant agencies and professionals.



About the Role

Project delivery:

- a) Support people with a learning disability and/or autism and their carers.
- b) Support and facilitate groups of disabled people and their carers.
- c) Support adults with a learning disability and/or autistic people to take on leadership roles, for example as trainers or advocates.
- d) Design and facilitate workshops, courses and information sharing sessions to raise awareness of issues that matter to disabled people and/or parents/carers and/or other professionals.
- e) Protect the rights of disabled people and carers and /or parent carers and their children, through individual and group work.
- f) Promote people's right in all aspects of their lives.
- g) Empower disabled people and carers and /or parent carers to play an active part the way that Skills for People is run, and in deciding what it does, including governance and service delivery, as directed by line managers. Use a range of social media platforms to deliver the work.
- h) Prepare accessible and useful printed and digital materials as required. .



Person Specification

Experience:

- (E) Managing a caseload.
- (E) Seeking the views of people, collating and analysing them.
- (E) Working in person centred ways.
- (E) Working within the community.
- (D) Working people with learning disabilities and /or disenfranchised people, and/or their families.
- (D) Providing information advice and guidance
- (D) Designing and delivering training or awareness raising.
- (D) Working in a user-led organisation.
- (D) To have experience of supporting people into employment.
- (D) To have experience of working with Volunteers.

Skills and Abilities:

- (E) Plan, prioritise and work on your own initiative.
- (E) Manage situations where conflict might arise.
- (E) Problem solving skills.
- (E) Work as part of a team.
- (E) Support disenfranchised people and/or people with learning disabilities/parent carers to take the lead.
- (D) Communicate and present information effectively and accessibly (verbally and in writing) with a wide range of people and organisations.
- (D) Present information in a variety of ways as appropriate to the situation / audience.
- (D) Organise meetings and events.
- (D) Use a range of IT and smart devices, online platforms and social media.
- (D) Work outside ordinary office hours, in evenings and at weekends when necessary.

Knowledge and Qualifications:

- (E) Knowledge of the oppression and discrimination faced by people with a learning disability or other disenfranchised people.
- (E) Knowledge and practical understanding of the Social Model of Disability and the Self Advocacy Movement.
- (E) Knowledge and understanding of the philosophy and principles of user-led organisations.
- (E) Some knowledge of relevant legislation and policy initiatives.
- (E) Knowledge of personalisation and self-directed support.

Personal Qualities:

- (E) The postholder must be able to meet the travel requirements of the post.
- (E) Friendly and approachable.
- (E) Well organised and reliable.
- (E) Trustworthy and honest.
- (E) Can meet the travel requirements of the post (by personal or public transport).
- (E) Demonstrates Skills for People's values.

Join Us

What we offer

- The chance to work in a friendly, supportive, and inclusive team.
- A meaningful role where you'll see the difference your work makes every day.
- Opportunities for professional development and personal growth.

How to Apply:

Please complete the application form on our website:
www.skillsforpeople.org.uk/jobs.

Please use the job description and person specification in your Supporting Statement to tell us how you meet the criteria for this role.

Completed applications should be sent to:

jobs@skillsforpeople.org.uk.

Please mark the subject line 'Project Development Worker - Employment'

If you would like an informal discussion with us about this role, please get in touch with us at jobs@skillsforpeople.org.uk.

Closing Date: 10am, Monday, 31st March

