



Job Opportunity

Project Co-ordinator/Classroom Assistant Reach Southwell/Reach Newark (2 posts)

Job Description:

Salary: National minimum wage/National living wage (age dependent)

Location: Post 1 - Reach Southwell, Prebend Passage, Southwell, Notts NG25 0JH (Full time)

Post 2 - Reach Newark (3 days), Hawtonville Community Centre, St Mary’s Gardens, Newark, NG24 4JQ and Reach Southwell (2 days), Prebend Passage, Southwell, Notts NG25 0JH (This post could be open to a job share)

Hours: 37.5 hours per week 8.30am – 4.30pm

Can you help us Reach beyond expectation?

We seek a hardworking, dynamic and enthusiastic individual to play an active role in supporting clients at our Reach Newark and Southwell day services.

The successful candidate will have a person-centred approach towards supporting people with learning disabilities. You will need to be committed to delivering a high standard of support, be non-judgmental and be willing to get stuck in and work as part of a successful team. Duties will include facilitating sessions and providing support to our tutors within sessions, providing one-to-one support for identified clients, including personal care and maintaining accurate records. Good communication and problem-solving skills are essential, as well as an enthusiastic and positive outlook. Basic IT and administration skills are also required. The successful candidate will also be required to work at our other sites.

We are looking for a team-player who is keen to get involved in all aspects of Reach’s work, including a willingness to help with fundraising activities.

We offer competitive packages, friendly working environment, and career development opportunities. Enhanced Disclosure & Barring Service checks required.

To Apply:



For application packs please see www.reachuk.org
or contact Angela Mallory on the numbers below
or email angela.mallory@reachuk.org



Deadline for applications: Friday 22nd March 2024 (midday)

- 01636 671939 (Mon+Fri)
- 01636 819066 (Tues-Thur)
- angela.mallory@reachuk.org
- www.reachuk.org
- [@ReachLD](https://www.facebook.com/ReachLD)

