

Basildon Emergency Night Shelter (BENS) Brief Note

Introduction

We are recruiting for the position of the BENS project assistant. The aim of the post will be to provide support to the Shelter project coordinator by helping to ensure the smooth running of the shelters.

As this is the projects third year, you will inherit established venues with a history of delivery, a collection of procedural documents based on good practice, and a supportive project steering group.

The service

This winter we will be working with seven venues to provide shelter provision in the Basildon area.

The scheme will run from 11 November 2018 until 31 March 2019.

Coordinator Role

We expect you to be a visible at all shelters for mornings and some evening during the first week and regularly thereafter according to venue needs.

In delivering this the provision, you will need to build upon our strong relationships with the venues and particularly with night shift Team Leaders.

Candidate Briefing Note