** Self Directed Support Volunteer Co-ordinator**

As a result of successful support via Scottish Government, Support In The Right Direction, Disabled Persons Housing service(Fife) is expanding its services to include information and advice on Self Directed Support options alongside a new volunteering project – SDS Mentors. The project is now seeking an SDS Volunteer Co-ordinator.

DPHS (Fife) is a charitable, independent, user-led provider of housing information and advice. Covering the whole of Fife. The service has a proven 10 year record providing a person centred service for disabled people, their families and carers. In the past year our small dedicated staff group provided 160+ Housing Option Reports for individuals detailing full tenure options for exploration, alongside providing answers to a wide range of housing related queries to enable independent living.

The successful SDS Volunteer Co-ordinator will be responsible for developing and maintaining a new SDS Volunteer project to enable individuals to share their experiences to help others and to inform future policy and procedures. The ideal candidate is one who truly understands the role of independent living and the role of SDS in achieving this. To be successful in this role you will be comfortable in developing volunteer relationships with clear boundaries and guidelines for the SDS Volunteer Mentor role. You will demonstrate enthusiasm and energy in raising awareness with customers and stakeholders including statutory and third sector providers. You will have proven communication skills to tell stories, raise awareness via meetings, presentations, social media, press etc and to encourage volunteer involvement in this. You will display an understanding of meeting targets, recording evidences and tracking effects of wellbeing as a result of being involved as a volunteer.

The SDS Volunteer Co-ordinator will work alongside the SDS Project Worker and DPHS(F) housing advice team to ensure individuals are supported to explore independent living alongside volunteer Mentors.

Have you a track record of recruiting, training and supporting volunteers and ready for a new challenge? If so, we’d like to hear from you.

A candidate information pack and application form is available to download from the website at [www.dphsfife.org.uk](http://www.dphsfife.org.uk) or for an informal chat, or further information, please contact the Co-ordinator Jackie Morrison on 01592 803280 or by email [jackie@dphsfife.org.uk](mailto:jackie@dphsfife.org.uk)

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17.5 hour week (full time equivalent £21,600-22,968 pro rata)

This project is funded by Scottish Government for up to 3 years

***Closing date for applications is noon on Wednesday 13th May at 12 noon***

***Interviews will be held w/b 25th May***

DPHS(Fife) is an Equal Opportunities employer and welcomes applicants from all sections of the community. Applications from disabled applicants will be particularly welcomed with an interview being guaranteed if essential criteria are met.