

# PROJECT WORKER MOVING ON PROJECT CANDIDATE INFORMATION PACK



**HARMONI**

people + potential

<b>Location:</b>	Utility Street Hostel, Belfast with flexibility to travel to other sites as required
<b>Reporting to:</b>	Project Coordinator
<b>Working Hours:</b>	15 hours per week, Monday to Sunday Including evening and weekend work
<b>Contract:</b>	Permanent, subject to successful completion of probation period
<b>Salary:</b>	£29,250 full-time equivalent (pro rata: £11,700 for 15 hours per week)

## About the role:

We are seeking a Project Worker to work directly with men who reside at Utility Street Men's Hostel, supporting their transition from emergency accommodation through to independent living.

The Project, '**Moving On: Breaking Free from Homelessness**' is a five-year initiative, funded by the National Lottery Community Fund and led by Harmoni.

The role requires energy, belief, and enthusiasm in delivering solutions to assist people experiencing homelessness and trapped in the emergency accommodation cycle.

A significant part of the project will be to work alongside the Project Coordinator, Support Staff and Management Team at Utility Street Men's Hostel to ensure the Project becomes part of the support provision already in use as a means to improve the likelihood of clients successfully re-entering self sustaining independent living.

The Project will:

- equip single homeless men with the skills, knowledge, and resources necessary to move into their own homes.
- include workshops and one to one support, designed to teach the skills necessary for independent living.
- host activities to improve the mental and physical health of single homeless men.

**If you feel you have the right values to work with Harmoni and are seeking a rewarding and exciting new role, then we want to hear from you.**

Harmoni 2019 trading as Harmoni. Company no. R0000316. Registered charity no. 101731. Formerly NIID.

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## || Key Duties and Responsibilities

- Organise and plan activities suitable for residents within the hostel.
- Identify additional activity opportunities which can be added to the project portfolio.
- Signposting residents to other appropriate services.
- Deliver small group workshops.
- Liaise with community partner organisations and sessional workers to arrange delivery of workshops and training.
- Work with hostel support workers to identify suitable residents to participate in the project.
- Meet with resident to discuss and assess needs to maximise their project experience.
- Target the support towards outcomes required for residents to succeed.
- Build relationships with hostel staff and wider HarmonI team.
- Distribute welcome packs, dignity packs, first night bags and other products given out with each workshop.
- Obtain ongoing project evaluation via feedback from residents, staff and partners.
- Celebrate and recognise achievement by the men along their personal pathway.
- Project administration.

**Note:** No description can cover every issue which may arise within the post at various times. The job holder is expected to undertake, as required, any other duties compatible with the level and nature of this post and/or reasonably required by more senior members of staff.

## Person specification

Specification	Essential	Desirable
A minimum of 4 GCSEs at Grades A-C including english and maths (or equivalent (QCF Level 2)	✓	
Demonstrable experience of working with people in a social or societal exclusion setting such as in a form of special housing, residential work, or another supportive environment.	✓	
Be able to demonstrate the ability to deliver to individuals and groups not naturally given to periods of concentration or commitment.	✓	
Demonstrate good situational awareness and the ability to mitigate risk factors appropriately for the client, others and self.	✓	
Demonstrate effective communication skills both verbal and written.	✓	
Flexibility to work as required to the needs of the programme.	✓	
A demonstrable ability to tailor and deliver in front of a group of individuals.	✓	
Genuine interest in helping vulnerable people to make changes in their life to move them towards independent living.	✓	
A caring, non-judgemental approach to working with homeless people.	✓	
Good problem-solving skills / ability to use own initiative.	✓	
Proficiency in Microsoft Office Suite.	✓	
Ability to deal with difficult / crisis situations.	✓	
Full, clean driving licence.	✓	
Second level qualification in a relevant field of study		✓
Experience of working with people experiencing homelessness and/or vulnerable client groups within a hostel or supported housing setting.		✓
Demonstrable experience in the delivery of projects from design to successful implementation.		✓
Awareness of the legislative requirements for working with vulnerable adults.		✓

**NOTE** THIS POSITION IS SUBJECT TO AN ENHANCED WITH BARRED ADULT LIST ACCESS NI CHECK. COPIES OF THE RELEVANT POLICY ON THE RECRUITMENT OF EX-OFFENDERS, HANDLING AND STORAGE OF DISCLOSURE INFORMATION AS WELL AS THE ACCESS NI CODE OF PRACTICE ARE AVAILABLE ON REQUEST. PLEASE NOTE THAT HAVING A CRIMINAL RECORD WILL NOT NECESSARILY BE A BAR TO OBTAINING A POSITION WITH HARMONI.

## || Our legacy of compassion

Founded in 1878 as the Cripples Institute by the Mayor of Belfast, John Browne and his brother Thomas, we began delivering charitable relief through the distribution of coal during a harsh winter in difficult economic times. Evolving from mission halls the organisation was founded on deep Christian values and to this day, is rooted to the belief that everyone matters. With a myriad of services over the years the organisation has remained committed to delivering accommodation-based support and care to people who live with a disability or those who experience a societal disadvantage.

Known today as Harmoni, our longevity and heritage are the foundation for our adaptability. From the early years, children with physical disability were provided medical care, men and women experiencing homelessness were provided a place to live, employment and training and a bed to lie in. Adults with a disability were supported and cared for and offered respite, training and employment. Today those same qualities underpin our Stricklands Care Village Supported Living facility with 33 properties based in Bangor, and our emergency accommodation hostel for 59 men experiencing homelessness in Belfast.

Professionalism defines Harmoni's values-based approach. While our services each have their own regulated oversight, we hold ourselves to the highest standards delivering quality person centred, compassionate support and care to all. Our heritage provides a rich foundation upon which to build, in these challenging times in our society, it is our commitment that Harmoni will be able to do more of that which we are proficient in, for more of the people who need us.

## || Our values

Our values are embedded in all roles and applicants should evidence their values as part of the application process:

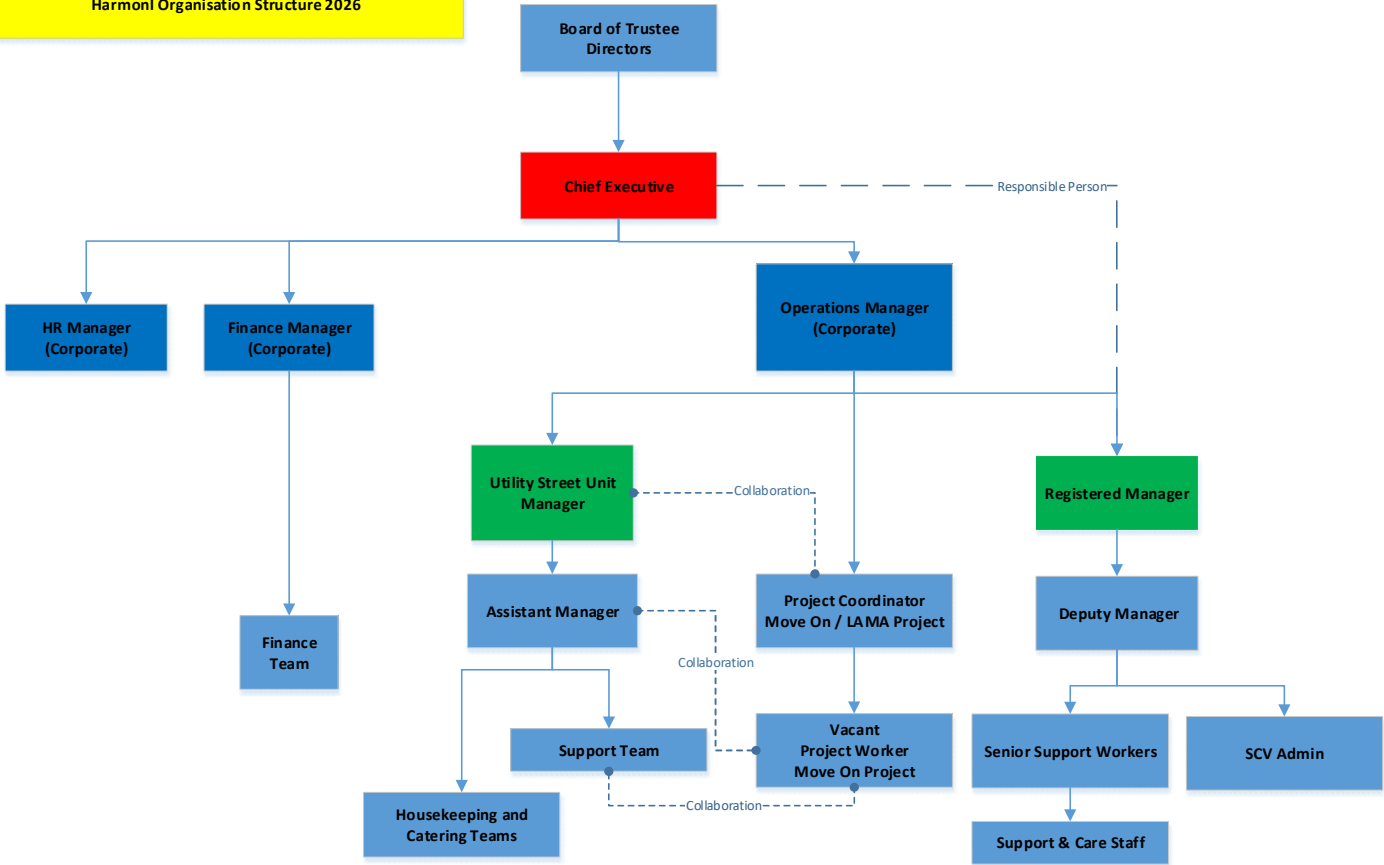
- Dignity and respect
- Learning and reflection
- Working Together
- Commitment to quality care and support

You can find out more about our organisation by visiting our website:

<https://www.harmoni.org.uk/>

# || Organisation structure

Harmonl Organisation Structure 2026



# Strategic Plan 2026 - 2030

Our Roadmap to Greater Impact



HARMONI

people + potential

harmoni.org.uk



## || How to apply

To apply for this role, please submit the following to [heather.hanson@harmoni.org.uk](mailto:heather.hanson@harmoni.org.uk):

- **A current CV**  
All personal information will be removed before shortlisting
- **Completed Fair Employment Monitoring Form (Page 9)**  
This form does not form part of the shortlisting process and is retained separately
- **Details of two professional referees (including email address)**  
One of which should be your most recent employer. Both must have knowledge of your work and be in a supervisory/management capacity. Referees will not be contacted unless you are successful at interview stage.

We will contact you to advise if you have been shortlisted for interview.

**Please return this Fair Employment Monitoring Form**

**Ref:** PSW0226/\_\_\_ **Position Applied For:** Project Support Worker (USH)

We are an equal opportunity employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age or disability, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable. Our selection criteria and procedures are frequently reviewed to ensure that individuals are selected, promoted and treated based on their relevant merits and abilities. All employees are given equal opportunity and are encouraged to progress within the organisation. We are committed to an ongoing programme of action to make this policy fully effective. To assist us in ensuring that this policy is fully and fairly implemented and monitored, and under the General Data Protection Regulations (GDPR), in meeting our legal obligation to monitor our workforce and make statutory returns to the Equality Commission of Northern Ireland, would you please provide the following information:

**Today's Date:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

I would describe my ethnic group as:

- Bangladeshi**
- Black African**
- Black Caribbean**
- Black Other**
- Chinese**
- Indian**
- Irish Traveller**
- Mixed Ethnic Group, please specify .....**
- Pakistani**
- White**
- Other, please specify .....**

Regardless of whether we practice our religion, most of us in Northern Ireland are seen as either Protestant or Roman Catholic. We are therefore asking you to indicate your community background by ticking the appropriate box below:

- I am a member of the Roman Catholic community**
- I am a member of the Protestant community**
- I am a member of neither the Protestant nor the Roman Catholic community**

**Sex**

- Male**
- Female**

If you do not complete the community background question, we are encouraged to use the 'residuary' method, which means that we can decide based on personal information on file/application form. It is not compulsory for you to answer the above questions. However, we would stress that it is a criminal offence under the legislation for a person to "give false information in connection with the preparation of a monitoring return". Any information provided on this form will only be used for the aforementioned purposes.