



<https://faithinfamilies.wales/job/inspiring-futures-outreach-worker/>

Inspiring Futures Outreach Worker

Description

Job Description: Inspiring Futures Outreach Worker

Role Summary

The Inspiring Futures Outreach Worker will engage with adults who are economically inactive, supporting them to overcome barriers to engagement, wellbeing, training, and employment. The role focuses on intensive outreach, relationship building, coaching, and coordinated support to help individuals develop confidence, skills, and progression pathways towards education, volunteering, training, and employment.

The postholder will work closely with internal teams at Faith in Families, partner agencies, and employability services such as Communities for Work Plus to ensure individuals receive holistic, person-centred support tailored to their needs.

Responsibilities

Main Responsibilities

- Liaise with colleagues within Faith in Families and external partners to identify eligible individuals who are economically inactive and would benefit from the Inspiring Futures project.
- Build trusting, professional relationships through home visits, office-based appointments, and community outreach.
- Undertake initial assessments to identify individual needs, barriers, and complex challenges affecting engagement and progression.
- Support individuals to develop personalised action plans using coaching-based approaches, ensuring goals are realistic, achievable, and regularly reviewed.
- Provide ongoing one-to-one mentoring to support progression towards agreed outcomes.
- Facilitate both individual and group-based sessions to support personal development and engagement.
- Deliver or coordinate access to Basic Skills provision through partners such as the WEA.
- Deliver or support confidence-building programmes that promote resilience, self-esteem, social inclusion, and aspiration.
- Support access to wider Faith in Families services and community-based support as appropriate.
- Encourage and support volunteering opportunities, including internal projects such as Community Futures, to develop skills and confidence.
- Support individuals with CV writing, job search skills, and preparation for employment.
- Signpost and refer participants to specialist services including housing, benefits advice, health services, and other relevant support.
- Prepare participants for progression into external employability programmes such as Communities for Work.

Hiring organization

Faith in Families

Job Location

Teilo's Community Cwtch, SA5 5LA, Swansea

Date posted

23 June 2026

Valid through

08.07.2026

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- Maintain accurate records, monitor progress, and evidence outcomes and achievements.
- Use monitoring, evaluation, and data collection tools in line with project requirements.
- Complete administrative duties including data entry, reporting for funding returns, uploading documentation to funding systems, and supporting claims processes.
- Ensure full compliance with the Data Protection Act (2018), GDPR, and organisational policies on data protection and retention.

Qualifications

Person Specification

Essential Skills and Experience

- Experience of working with vulnerable adults or individuals facing multiple barriers.
- Experience in outreach, mentoring, coaching, or support work.
- Strong ability to build trust and engage individuals in a non-judgemental and supportive way.
- Experience of working with partner agencies and multi-agency working.
- Ability to support individuals to set and achieve goals.
- Strong communication and interpersonal skills.
- Experience of maintaining accurate records and using monitoring systems.
- Understanding of barriers to employment including health, wellbeing, confidence, and social exclusion.

Desirable Skills, Experience and Qualifications

- Experience working in employability, outreach, or community-based projects.
- Knowledge of training, volunteering, and employment pathways in Wales.
- Experience delivering group work or workshops.
- Understanding of Communities for Work or similar programmes.
- Basic Skills / ESOL / adult learning awareness.
- Educated to at least A level standard or equivalent
- NVQ Level 3 – Advice and Guidance

Personal Qualities

- Empathetic, patient, and non-judgemental approach.
- Motivational and encouraging style.
- Ability to work independently and manage a varied workload as well as working as part of a wider team
- Willingness to support colleagues and participate in organisational events
- Strong commitment to equality, diversity, and inclusion.
- Commitment to safeguarding and supporting vulnerable individuals.

Outcomes of the Role

- Increased confidence, wellbeing, and resilience among participants.
- Improved engagement in training, volunteering, and employability activities.
- Progression of participants towards education, employment, or further

support programmes.

- Strengthened community engagement and reduced economic inactivity.

The job description is indicative of the current duties and responsibilities of the post holder, it is not comprehensive. It is inevitable that the duties will change to reflect organisational development.

Job Benefits

Benefits

Holiday entitlement that increases with length of service to a maximum of 33 days plus 8 bank holidays (based on full time equivalent of 37 hours per week).

Sickness pay that increases with length of service to a maximum of 6 months full pay and 6 months half pay.

Stakeholder pension scheme, with 7.5% employer contributions.

Learning and Development opportunities.

Notes

Part-time and full-time opportunities available.

Initial 12 month fixed term contract

Please provide a CV and covering letter to describe how your skills and experience fit the role specifications