

## **Development Coordinator – Men's Programme ADVERT**

Location: West London

Salary: £28,000 pro rata

Hours: Part-time 21 hours per week

Contract Type: Permanent

**Line Management:** Head of Outreach and Support

**Working with:** Senior Leadership Team; Project Staff; Open Age Service Users; Community Organisations.

Are you passionate about supporting older men to lead more active, connected, and fulfilling lives?

Open Age is seeking a dynamic and enthusiastic Development Worker to help expand and enhance our successful Men's Programme, the Men's Space. Managed by the Men's Space Programme Coordinator, this important role at Open Age will help older men improve their health & wellbeing with a dedicated group activity programme.

### **About Open Age**

Open Age is a charity committed to improving the lives of people aged 50+ by supporting them to stay physically, mentally, and socially active. We do this through the provision of a unique programme of 250+ group activities, trips and events running every week – including physical activities & sports, social groups, arts & culture sessions, learning & skills courses, and more!

In addition to our fun and impactful group activities, Open Age also has a dedicated Outreach & Support Team who work to connect local older people with the charity and wider community. This Team offers a range of short-term 1-2-1 support for over 50s who experience barriers to connecting, such as becoming an unpaid carer or living with reduced mobility.

### **About the Project & the Role**

We work with over 4000 older beneficiaries here at Open Age and just 19% are men. Our Men's Programme seeks to encourage more older men to connect with Open Age and their wider communities by offering dedicated activities, opportunities and support for local men age 50+. Every session is designed to help foster a sense of community and improve mental health & wellbeing.

The Men's Space at Open Age currently offers weekly sessions including physical activities, social events, and cooking sessions, as well as a range of monthly health & wellbeing workshops and fun trips.

## **What you get in return**

You will be working in a passionate and enthusiastic team with a strong vision and ambition in striving to enrich the lives of older people.

We offer 25 days leave (pro rata) plus bank holidays and 1 extra day off for your Birthday and occasionally additional paid leave over Christmas period is given.

Employer and employee contribution to pension in line with auto-enrolment pension requirement, 3% employer contribution

Hybrid working, offering a flexible combination of office and home-based working depending on your role.

Access to the Cycle to Work Scheme through salary sacrifice.

We are London Healthy Workplace Award accredited and proactively invest in the health and wellbeing of employees supporting fair employment practices and a better workplace.

Regular staff social events.

Training opportunities.

An inclusive work environment welcoming people from all backgrounds, sexuality, ability, race, ethnicity, gender and age.

## **Applying for this role:**

To apply for this position, please submit your CV and cover letter, outlining your suitability for this role (no longer than two pages) to job website. CV's without covering letters may not be considered

The closing date for applications is **9am Monday 10<sup>th</sup> Feb 2025**

Interviews will be held after the closing date.

Please email [bburgess@openage.org.uk](mailto:bburgess@openage.org.uk) to ask about any reasonable adjustments you may need to be able to apply to this role.

Interview dates: Week of 10<sup>th</sup> Feb 2025 (if not held right away)

The successful applicant will be required to undergo an enhanced DBS check.

## **Equal Opportunities:**

Open Age is committed to promoting a diverse and inclusive community. We welcome applications from all backgrounds and experiences.