



## GEM PROGRAMME ROLE SPECIFICATION - 2016

<b>Employer:</b>		
Northern Ireland Housing Executive		
<b>Address/Tel/email</b>		
The Housing Centre, 2 Adelaide Street, Belfast, BT2 8PB		
<b>Responsible To (Project Supervisor)</b>		
Jennifer Hawthorne		
<b>Workplace Mentor</b>		
Deirdre Crawford		
<b>Location of Role:</b>		
Based at The Housing Centre, 2 Adelaide Street and needs to travel throughout the local area.		
<b>Working Hours:</b>	<b>Salary/Benefits:</b>	
37 hrs per week	£ £17,372 Any relocation costs incurred by you will not normally be reimbursed by your employer.	
<b>Training and Qualification costs:</b> Your employer will buy you a place on the GEM programme, including paying all your training, qualification, travel and accommodation costs for completion of the GEM Programme.		
<b>Intended duration of employment:</b>		
12 month paid internship		
<b>Start/End Date:</b>		
October 2016 – October 2017		
<b>Skills and Attributes:</b>		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td> <p><b>Essential Requirements:</b></p> <ul style="list-style-type: none"> <li>• Values which fit in with the Housing Executive and our Community Cohesion Strategy</li> <li>• Ability to communicate with people from all backgrounds in a non-judgemental way</li> <li>• Demonstrate excellent communication and interpersonal skills and the ability to facilitate focus/discussion groups</li> <li>• A commitment to working with customers to improve their life chances</li> <li>• Good timekeeping, punctuality and all round personal integrity</li> <li>• Ability to take personal responsibility, self-motivate and self-manage</li> <li>• Team working</li> <li>• Good oral and written communication skills</li> <li>• Project management and event organisation skills</li> <li>• Have an interest in social policy and a good grasp of government changes</li> <li>• Strong IT skills</li> <li>• Access to a means of transport</li> </ul> </td> </tr> </table>		<p><b>Essential Requirements:</b></p> <ul style="list-style-type: none"> <li>• Values which fit in with the Housing Executive and our Community Cohesion Strategy</li> <li>• Ability to communicate with people from all backgrounds in a non-judgemental way</li> <li>• Demonstrate excellent communication and interpersonal skills and the ability to facilitate focus/discussion groups</li> <li>• A commitment to working with customers to improve their life chances</li> <li>• Good timekeeping, punctuality and all round personal integrity</li> <li>• Ability to take personal responsibility, self-motivate and self-manage</li> <li>• Team working</li> <li>• Good oral and written communication skills</li> <li>• Project management and event organisation skills</li> <li>• Have an interest in social policy and a good grasp of government changes</li> <li>• Strong IT skills</li> <li>• Access to a means of transport</li> </ul>
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## Role Specification

Employer	Area	Detail	Outcome
NIHE	Community Cohesion Department	<p><b>Background</b></p> <p>The Northern Ireland Housing Executive was formed in 1971 as Northern Ireland’s Strategic Housing Authority. Our vision is one in which housing plays its part in creating a peaceful, inclusive, prosperous and fair society. We want to recruit talented graduates directly from our communities who will help us to make our vision a reality for Northern Ireland’s communities. Our goal is that everyone has access to decent, affordable housing and our task is to work with communities and other organisations to meet the housing needs of existing and future generations. We need to enable our future leaders to play a key part in delivering our aims, and to help us with this challenge we have teamed up with the award winning GEM Programme which works directly with the housing sector to deliver an intensive one year learning experience. Completing the GEM Programme with us will give you a real kick start to a fantastic future in the sector. We have an exciting role working within and supporting your communities directly.</p>	

		<p><b>Overview of Community Cohesion Department:</b>  Segregation in NI is most acutely felt within the social housing sector and over 90% of Housing Executive estates remain segregated into predominantly single identity communities. In order to address this, the Cohesion Unit work across 5 key themes to promote good relations within our estates:</p> <ul style="list-style-type: none"> <li>-Segregated/shared housing</li> <li>-Interfaces (Housing Executive own 21 of the peacewalls in NI)</li> <li>-Race relations</li> <li>-Communities in Transition</li> <li>-flags/emblems/sectional symbols</li> </ul> <p><b>Role Purpose:</b></p> <ul style="list-style-type: none"> <li>• To promote more sharing within and between our communities.</li> <li>• To work with and support communities who wish to take steps to remove/re-image interface barriers.</li> <li>• Improve community relations in our communities and support them along the continuum of good relations and develop the promotion of positive expressions of cultural and heritage.</li> <li>• Address cohesion issues that arise in neighbourhoods and enable adjacent communities to enter into dialogue and discuss contentious issues in a safe and neutral environment.</li> <li>• Re-image contentious murals to provide a more acceptable and inclusive message to the immediate</li> </ul>	<p>Community Development skills</p> <p>Good Relations skills</p> <p>Race Relations skills</p> <p>Training and programme development</p> <p>Mediation</p> <p>Tension monitoring</p> <p>Communication and engagement</p> <p>Project Management</p> <p>Event organising</p> <p>Report Writing</p>
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		<p>community and the wider community and to make our neighbourhoods more welcoming to all.</p> <ul style="list-style-type: none"> <li>• Segregation/Integration – help improve community relations within and between communities, develop programmes to address difficult and contentious cohesion issues and create greater bonding and bridging within our segregated estates.</li> <li>• Race Relations – increased integration, improve response to hate crimes and raise awareness of race relations</li> <li>• Bonfires – Improve management of bonfires resulting in reduced levels of anti-social behaviour at the sites and better managed bonfires with less tyres, bonfire collection period reduced and the creation of a family friendly environment.</li> <li>• Develop greater cohesion within and between Housing Executive communities through a community development approach</li> <li>• Increase dialogue and improved relations within and between communities.</li> <li>• Increased deliverability of good relations projects and added value to the cohesion budget.</li> <li>• Improve the environment of the estates and increase positive attitudes to environmental issues, health issues, social enterprise and social isolation in the estate.</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Increase opportunities for employability, interaction, capacity building and social mobility.</li> <li>• Increase opportunities for greater integration in 10 new social housing estates and ensure good relations principles are embedded in Housing Associations and new communities.</li> </ul> <p><b><u>APPLICATION PROCESS</u></b></p> <p><b><u>Application should be made using the on-line application form. Instructions on how to complete the on-line form appears once the form has been accessed. Make sure you follow these instructions.</u></b></p> <p><b><u>Candidates unable to use the on-line form can download a PDF version which must be returned by the closing date and time. Guidance on the completion and return of applications is included in the Candidate Guidelines on the job related documents.</u></b></p> <p><b><u>LATE APPLICATIONS WILL NOT BE ACCEPTED EVEN IF DELAYED DUE TO TECHNICAL REASONS.</u></b></p> <p><b><u>It is the responsibility of each candidate to ensure that all such information is provided. Candidates who fail to provide sufficient information on which a panel might determine their eligibility for the post will not be shortlisted.</u></b></p> <p><b><u>The Northern Ireland Housing Executive is an equal opportunities employer. It particularly welcomes applications from members of the protestant community who are currently under represented in parts of its workforce.</u></b></p>	
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