

# **Project Lead**

## **The Rollercoaster Project**

### **Let's Talk About Loss**



## **Key information**

**Role:** freelance project lead and facilitator

**Pay:** £8.72 an hour (minimum living wage)

**Contract:** Two year fixed term contract, 10 hours per week

**Location:** Remote, limited travel may be required and will be reimbursed

## **About Let's Talk About Loss**

Let's Talk About Loss supports 18-35 year olds who are bereaved. We're passionate about talking honestly and openly about grief, to remove the stigmas and taboos and to ensure that no young adult grieving feels alone.

We run monthly peer-led meet up groups across the UK and online, as well as projects, events and a popular blog. Let's Talk About Loss is currently an unregistered organisation, with a Board of Trustees and volunteer Founder and Director, as well as over 60 volunteers supporting the mission and aims.

## **The Rollercoaster Project**

The Rollercoaster Project is a two-year funded project supporting 16-20 year olds to transition smoothly from child bereavement services into adult services including, but not limited, to Let's Talk About Loss. During year one of the project (2021), the Project Lead will research support already available, and audit the accessibility of that support. A Youth Panel of 20 volunteers aged 16-20 will be assembled and through 2021, this panel will design and produce the signposting information (e.g. posters, flyers, website updates, outdoor advertising, working with youth ambassadors/influencers) they feel is needed for young people to find adult bereavement support easier.

During year two (2022), the focus will be on distributing the resources produced during year one, and the Youth Panel (which can increase up to 30 young people in 2022) will strategise how to share the campaign to a wide audience. The panel and Project Lead will support with a social media campaign led by LTAL Director, and the panel members will give talks in local education establishments if they wish. The Project Lead will support with this and may be asked to travel with the young people to those talks.

## Context to this role

We are exceptionally grateful to the Co-op Foundation's #iwill Fund for a one-off grant over two years making The Rollercoaster Project a reality. In this role, you will be required to communicate fully and regularly with the LTAL Director and provide evidence and data needed for reporting requirements to our generous funders.

## About You

You are passionate about improving support for others and removing barriers that prevent young adults from receiving excellent mental health support. You are an effective communicator and love to share ideas and amplify unheard voices. You have previously worked with a diverse range of young adults aged 16-20, and have experience of facilitating creative sessions in a virtual setting. You have some marketing knowledge and can be a guardian of information, entrusted to act with professionalism and integrity. You will be happy to undergo safeguarding training for this role and will work within safeguarding guidelines at all times. Finally, and most importantly, you feel connected to the work we do at Let's Talk About Loss and support our vision to ensure that everyone aged 18-35 experiencing grief has the support they need and is able to talk about loss.

## Key areas of responsibility

- Project Lead - overseeing the whole project and reporting to LTAL Director on a regular basis for monitoring and evaluation purposes.
- Researching grief support services already available and producing a clear audit document that will form the foundation of the project.
- Youth Panel facilitation, including 6 virtual meetings (once a month from February to July) during 2021, regular email updates throughout the two years, and supporting the Youth Panel with their talks during 2022.
- Design support for the resources - this could be done by the Youth Panel or outsourced to an agency, with consultation with LTAL Director.
- Social media support for the LTAL Director for promoting the campaign.

## Person specification

### Essential

- Experience working directly with young people and the ability to work with a diverse range of young people who have different accessibility requirements and support needs
- Previous experience of researching, competitor analysis and writing reports

## **Essential**

- **Understanding of grief and the effects of bereavement on young people**
- **Excellent organisational and project management skills, with the ability to manage budgets and timeline products**
- **Confident in decision-making and able to work autonomously**
- **IT skills and knowledge of Google Drive**
- **Commitment to equality, diversity and inclusion**

## **Desirable**

- **Marketing and design experience**
- **Good knowledge of grief services currently available to young people aged 16-20**
- **Excellent understanding of the principles of safeguarding, youth voice and youth participation**

## **How to apply**

**Please write a cover letter of between 800 and 1000 words, detailing why you would like to take on this role.**

**Email this in Word or PDF format to Beth French, LTAL Director on [hello@letstalkaboutloss.org](mailto:hello@letstalkaboutloss.org).**

**Let's Talk About Loss welcomes applications from people from under-represented groups in our organisation, including disabled and neurodivergent people, people from Black, Asian and minority ethnic backgrounds, and members of the LGBTQ community. If you require any accessibility adjustments for interview or this role, please email [hello@letstalkaboutloss.org](mailto:hello@letstalkaboutloss.org) and we will gladly facilitate that process.**

**Deadline for applications: midnight Monday 18th January**

**Interviews held online: Monday 25th January - Friday 29th January**

**Role start date: Monday 1st February**

**Your offer of employment will be made subject to satisfactory references, a DBS check in the UK and confirmation of the right to work in the UK.**