

TWILIGHT CAFE NETWORK LEAD

JOB DESCRIPTION



TERMS AND CONDITIONS

Post Title: Twilight Cafe Network Lead

Employed by: Acts Trust

Hours: 15 Hours per week

Location: Hybrid - Beaumont Manor, Lincoln, with home working

Salary: £27,000 (WTE) pro rata £10,800

Benefits include: Personal Wellbeing and CPD Budgets

Term: Until 31/3/29 (with the potential to extend, subject to NHS funding)



DESCRIPTION AND PURPOSE

Act Trust is a dynamic Lincoln-based charity founded by Alive Church with a mission to Empower People to End Poverty. To fulfil our mission, we mobilise volunteers and run projects which are constantly adapting and developing. These currently include:

- **Lincoln Foodbank:** Providing emergency food for people in crisis
- **Restore Programme:** Supporting people to overcome poverty causes through skills and knowledge development (Life Skills, Money Management, Employability, Wellbeing and International Welcome Cafe)
- **Night Light and Twilight Cafés:** Non-clinical, out-of-hours safe spaces every day of the week to support people's mental health in partnership with the NHS and local churches and charities
- **Community Grocery:** Providing low-cost food shopping for membership, alongside support

We are a **passionate** and **determined** team who love to **learn** and **serve** together. And with 15 years of experience working in the City, we are a **bold, empowering** and **reputable force for good**.

The **Night Light Café Project** has emerged from a partnership between Acts Trust, Greater Lincoln Active Faith Network (Transform Lincoln) and the NHS. Cafe settings have been established in various locations around the county in partnership with multiple churches and charities. The Twilight Café is part of this network and provides support for young people and their families.

The purpose of the Twilight Network Lead is to take responsibility for overseeing and developing the Twilight Café network, which will consist of three café locations in Lincoln, Boston and Louth. This includes supporting coordinators in each location, connecting with CAMHS and being the key connection point between Twilight, the rest of the Night Light Café network and wider Acts Trust projects, including Day Light.

KEY RESPONSIBILITIES

Supporting the Twilight Coordinators

- Working alongside the Twilight Coordinators in each area to ensure they are supported and well-connected within the network
- Ensuring that partner organisations have the correct policies and procedures in place
- Undertake training and stay up to date in all the relevant areas such as Mental Health First Aid, Coaching, Suicide Intervention etc. You will then be required to:
- Assist with securing training in all these areas for the youth sessional workers and volunteers (within an agreed budget)
- Working alongside coordinators to ensure that their teams of volunteers and youth workers are well supported and that training is completed
- Coming alongside each church/charity to encourage and enable them to create a good team of youth sessional workers and volunteers.
- Working with each church/charity to ensure that they are running the Twilight Cafés to a high standard. This will involve regular visits to the cafés while they are in session.

Connecting with CAMHS

- Providing a key connecting point between CAMHS and the Twilight Cafés, promoting the service and ensuring that the referral system is maintained

Any other duties as requested by the Night Light Managers, CEO, Senior Leadership Team and Board of Acts Trust, including attending charity-wide events and meetings.

WHY THIS ROLE MATTERS

The Twilight Cafe Network involves multiple partners, and this relies on Acts Trust to provide strong leadership and infrastructure. With this, our partners can make an incredible impact, supporting people in their communities who are struggling with their mental health. Your role will enable you to use your unique skills and talents to support our partners to have a real impact on the lives of many young people and their families around Lincolnshire; improving mental wellbeing, reducing reliance on clinical services, and genuinely saving lives.

WHY JOIN US?

Use your talent to improve people's lives

Work closely with a motivated and supportive team

Play your part in our Mission to Empower People to End Poverty

ABOUT YOU (PERSON SPECIFICATION)

Experience:	Essential/Desirable
Experience of leading people	Essential
Experience of partnership working across organisations	Desired
Experience of working with people with poor mental health	Desired
Experience of working with church based projects	Desired
Experience of working in a leadership capacity	Desired
Skills and abilities:	
Excellent interpersonal skills, enabling the post holder to relate well to people from all backgrounds and ethnicities	Essential
Good communication skills – both written and verbally	Essential
Confident/ able to work on own initiative and as part of a team	Essential
Able to prioritise work and demands	Essential
Positive outlook	Essential
Car driver/owner	Essential
Education and training:	
Computer-literate with knowledge of Google Docs	Desired
Other	
Have a willingness to be trained	Essential
Happy to work flexible hours	Essential
Has a passion to work within effective community-run services	Essential
Consent to a Disclosure and Barring Service (DBS) check if one is not already in place.	Essential

Acts Trust actively seeks to recruit the right mix of talent, skills and potential, promoting equality for all, and welcomes applications from a wide range of candidates. We select candidates for interview when their skills, experience, and commitment to our values best match the needs of the role and the organisation. As we are a Christian Charity who primarily works through church partnerships, you will be happy to support and uphold our Christian values and participate in occasional worship services, prayer meetings and events.

Application Deadline: 26th May at 9am

Please download an application pack from the Jobs page on our website [Jobs - Acts Trust](#)