

**15. WALTHAM COMMUNITY COTTAGE  
- EMPLOYMENT RESOURCE CO-ORDINATOR**

<b>Officer responsible</b> Community Advocate, Beckenham	<b>Author</b> Ollie Clifton, Asst Community Development Advisor
Corporate Plan Output: Community Advocacy	

The purpose of this report is to recommend the Board allocate \$5,000 to Waltham Community Cottage for the Employment Resource Co-ordinator position.

**Background**

The Board allocated \$10,000 toward Employment Initiatives from its 1999/2000 Project Funds. \$5,000 of this funding was allocated to the Youth, Family and Employment position at Manuka Cottage at the Board's 1 June meeting 1999. This leaves a balance of \$5,000 currently unspent.

Waltham Community Cottage have employed an Employment Resource Co-ordinator for the last six years. Funding for this position will run out in early July. Whilst funding applications have been submitted to Lottery Welfare, Canterbury Development Corporation, and the Community Trust, even if a lot of these applications are successful this will leave a gap of a minimum of eight weeks, which this funding application seeks to bridge. At the current hourly rate, eight weeks of salary equates to approximately \$4,000.

**Position**

The Employment Resource Co-ordinator is primarily responsible for the employment focussed programmes and classes run at Waltham Cottage. This includes assisting people with preparation of curriculum vitae, computer awareness classes, and drivers licence learner workshops (a full job description is attached). A series of monthly speakers have also been arranged, providing further information and support for people getting back into the work force. The majority of people coming to Waltham Cottage for training have been away from the work force for many years, resulting in low self-esteem and confidence. The courses offered by the Cottage offer help to empower people which, in turn, helps them to realise their potential and therefore go ahead and make decisions about careers and employment of their choice.

Further background information is attached, including recent monthly reports, letters of support, and evaluations of recent courses at the Cottage.

This project not only fulfils many of the objectives under the Council's Community Development and Social Well-Being Policy, but also meets the following Board Objectives and Performance Indicators:

- 6.1 Identify, liaise with and promote co-ordination between community initiatives, which seek to enhance the physical and mental well being of local people of all ages.
- 6.2 Seek to enhance accessibility to and support such initiatives as:
  - Local recreation programmes
  - Out of school programmes
  - Youth and elderly recreation facilities
- 6.4 Identify, liaise with and support community initiatives which seek to enhance the physical and mental well-being of local people of all ages.
- 7.1 Promote community education, in consultation with community groups such as community cottages.
- 8.4 Promote liaison between community groups and business associations

It should be noted that should the Board feel they are unable to make a decision regarding this funding request at today's meeting, delegated authority will have to be given to the Community Affairs Committee meeting scheduled for 20 June 2000 in order for the funds to be allocated within the current financial year.

**Recommendation:** That the Board allocate \$5,000 from its 1999/2000 Project Funds (Employment Initiatives) as bridging salary for the Employment Resource Co-ordinator at Waltham Community Cottage.