

Job Title: 6 x Community Connectors

Location: Whitton, Gainsborough and Belstead Hills areas of Ipswich (2 connectors to be based in each area)

Role Reports To: Delivery Leader – England 1

Direct Reports: None

Department: Delivery

Volunteering Matters

At Volunteering Matters we use volunteering's unique power to bring people together and build stronger, more resilient communities across the UK. We bring people together to resolve some of society's most complex issues. From social isolation and loneliness; improving health and wellbeing; building skills, confidence and opportunity; to ensuring young people can become change makers in their community, the impact that we make is great. People-led and impact driven, we're a national charity that is deeply embedded in local areas across the UK.

Community Connectors

Volunteering Matters are partnering with Active Suffolk on behalf of Sport England. We have funding for 1 year to gain the views of 3 local communities within Ipswich.

The Connectors roles will be to capture lived experience around barriers, motivations, perceptions of being physically active in the local community.

The conversations will take place in a range of settings such as cafes, outside local schools and community events. A summary of the conversations and key topics are recorded using journals, alongside other approaches the Connectors may identify or wish to use.

The journals are shared internally with Active Suffolk and project partners to provide an insight of what has been discovered for more in-depth evaluation. The findings will be shared more widely with the community, local forums and colleagues to inform further learning and community development.

Role Purpose

We are looking for 6 Community Connectors to work in the following areas of Ipswich:

- 2 x Whitton
- 2 x Gainsborough
- 2 x Belstead Hills

The ideal candidates will have strong local knowledge of the area and preferably, live within the community they are assigned to. In this role, you will have conversations with local residents (aged 18+) to understand what matters most to them, what they are passionate about and what activities or initiatives they would like to pursue with others to help them thrive in their community.

The roles will report into the Delivery leader for Volunteering Matters but will also have strong links into the Development Officer (Place) for Ipswich, for Active Suffolk.

The ideal candidates will be flexible, as the role may occasionally require working evenings and weekends.

This role requires an enhanced DBS check which will be undertaken with the successful candidates before starting.

Key Duties & Responsibilities

- Identify, plan and create opportunities to have conversations with local residents
- Identify community needs – gather information from local residents on what they value the most, the challenges they face, and what services or initiatives could benefit them. This could be done through informal conversations, community meetings, surveys
- Share ideas with the local community and project partners/ stakeholders
- Signpost to information and support for residents wanting to get more involved with their local community
- Build relationships and networks locally to promote and create opportunities for conversations.
- Conduct conversations safely and effectively in a range of settings (eg cafes, outside local schools, community events etc) to reach a diverse range of local residents
- Participate in regular team meetings to support learning, problem solving and collaboration
- Work within agreed budgets and utilise community resources and venues to undertake conversations

This job description is intended to include the broad range of responsibilities and requirements of the post. It is neither exhaustive nor exclusive but while some variations will be expected, these will be at an appropriate level for the role.

Skills

- ✧ Strong connections with and experience of the Whitton, Gainsborough and Belstead Hills areas of the town. Preference would be from applicants living in these areas.
- ✧ Enthusiastic, friendly and approachable manner
- ✧ Experience of bringing people together in your community
- ✧ A confident self starter – some who is creative and can use their own initiative
- ✧ Flexible and proactive
- ✧ Great at putting people at ease and building rapport
- ✧ Excellent listening and communication skills
- ✧ Excellent organisational and IT skills including ability to manage workload and prioritise effectively

Day to Day Working

The majority of your working hours will be spent working within the community, meeting local residents, partner organisations and other local stakeholders.

A small amount of time will be spent on administration which can be done from home or an area which has good internet access and offers a suitable working environment.

A laptop and mobile will be provided.

Our Values & Way of Working:

Volunteering Matters offers flexible working by default. In all that we do, we embrace a philosophy of 'Freedom within a Framework' and are guided by our values: Empowering, Inclusive, Compassionate, Positive & Straightforward.

Diversity & Inclusion

Volunteering Matters welcomes all applicants and are keen to ensure our team reflects the diversity of the UK and the communities we serve. We encourage applications from Black, Asian and Minority Ethnic backgrounds, disabled, LGBTQIA+, along with candidates with any underrepresented or disadvantaged groups.

Disability Confident & Reasonable Adjustments:

We guarantee to interview anyone with a disability whose application meets the minimum criteria for the role. Please provide evidence in your application, which demonstrates that you meet the level of competence required in the “Experience/Skills and attributes” section of this job description.

To be considered for a guaranteed interview or to discuss any reasonable adjustments during the process, please state this in your application or contact join@volunteeringmatters.org.uk for more information.

To Apply for this role

1. Prepare an up-to-date CV
2. Download and complete our Recruitment Monitoring Form (can be found on our website)
3. Prepare a supporting statement detailing why you are the right person for the role.

Your supporting statement should be more than a cover letter, it should carefully reflect the role advertised including detailing WHY you meet the requirements in the Job Description/ Person Specification

4. Send all documentation by email to join@volunteeringmatters.org.uk by the deadline

If you have any questions or would like to speak to the Recruiting Manager for this role, please don't hesitate to contact join@volunteeringmatters.org.uk