



JOB DESCRIPTION

Job Details

Job Title:	Walk Derbyshire – Erewash Community Development Officer
Section:	Youth Development & Community Network
Responsible to:	Day to day direction: Parkside High CIC Founder. Overall: Steering Group of the Walk Derbyshire Erewash Consortia
Responsible for:	Community engagement in and around the Cotmanhay area – Become an advocate for Walk Derbyshire supporting young people and adults in the locality.
Pay grading:	£16,900 – £18,200 (£25,350 - £27,300 FTE). An additional 5% of salary is available in recognition that some evening and weekend work may be required from time to time.
Location:	Cotmanhay, Ilkeston, Derbyshire.
Contract:	25 hrs per week
Contract Duration:	Jan 2024 – March 2025 (potentially longer depending on impact and access to follow on funding)

Background to Walk Derbyshire and its objectives:

Parkside High CIC are working with a range of local partners who have formed a consortium and collectively are looking at ways to increase levels of walking in Cotmanhay. This will be done by engaging young people and adults to develop a more positive relationship towards walking within the community. The work is part of an initiative called 'Walk Derbyshire' which aims to create a culture of walking across the county and make every day walking the norm whether that's to the shops, school, work or for pleasure.

See www.walkderbyshire.org.uk

Consortia partners have been researching, planning and developing an outline plan for the project during 2023 and are now ready to employ a Walk Derbyshire Erewash Community Development Officer to take this out into the community of Cotmanhay.

This is a 'listen/learn and try' project where new solutions to encourage walking will be shaped with and by local residents and Walk Derbyshire consortia partners to discover what works and what doesn't.

The project will promote walking opportunities in and around the Cotmanhay area, create a walking culture that encourages everyday healthier choices, and provide support and information on local events and supported walking. Continued development of new and existing relationships with local groups, schools, charities and the local authority will be key to developing ideas that help create safer walking spaces (pathways & lighting) and help promote walking as part of residents everyday lives. Key areas of focus will be access, community safety and supported walking and volunteer opportunities. The direction of the project will be co-created with local people at the heart of decision making. Priority groups will include people with limited illnesses and disabilities, children and young people and also linked into employability.

The aim is to create an environment where all parts of the public sector (transport, health, housing, planning, and education) work together with the voluntary sector and the community to help make walking as accessible as possible.

Some Parkside High background information:

Parkside High CIC are a local grassroots Youth Organisation based in Ilkeston, Derbyshire. We offer a range of activities, support and alternative learning opportunities for Children & Young People aged 8 to 18 years. Our mission is to inspire, encourage and support young people to unlock their inner potential and achieve success.

Young people access the project to learn new skills whilst having fun and building new relationships.

We deliver programmes in Sport • Physical Activity • Youth Leadership • Outdoor Adventure • Forest Schools • Multi-Media • Art & Music & Volunteering. Parkside High deliver programmes across The Borough of Erewash and the wider area of Derbyshire and Nottinghamshire. We are based at The POD Youth & Community Centre in Ilkeston and have a 2nd Site – Garden61 Youth & Community Allotment.

The Role

This exciting new role will undertake community engagement in and around the immediate areas of Cotmanhay, Ilkeston, with the main focus being engagement with local residents about how walking can be encouraged through improved safety measures, supported walking initiatives and other creative ideas.

You will be a key advocate for Walk Derbyshire and its aims. You will engage directly with the local partners and the Walk Derbyshire consortia, build partnerships with the local schools, PCSO'S, Cotmanhay community groups and crucially the residents of Cotmanhay. The chosen candidate will make connections and new collaborations in the area, be creative in their thinking with walking and physical activity playing a key part both personally and professionally.

You will have or will develop a local knowledge of Cotmanhay & Ilkeston, uncover the barriers the local community face when walking and identify any negative contributors that might affect young people and adults from daily walking routines. You will discover what safer walking looks like and how walking can become fun and engaging in a positive way.

Reporting regularly to the Steering Group of the Walk Derbyshire Consortia you will give updates on progress and be given direction and steer as appropriate. Day to day line management will be provided by the founder of Parkside High CIC.

Main Responsibilities

- To engage and consult local residents within Cotmanhay, establish positive and interactive relationships and uncover and learn what barriers local people face with regard to walking.
- Based on your findings, co-produce with partners, local residents and volunteers new initiatives and creative solutions to overcome the barriers identified. You will test and learn what things help promote a greater take up of walking particularly as they relate to safety concerns and the need for more guided walking offers.
- Lead, plan and organise outcome focussed events to engage young people and adults.
- Provide information and signpost residents to existing walking initiatives and how they could get involved.
- Help recruit new volunteers from within the community to support walking groups and other walking initiatives.
- To ensure priority groups have a voice and are actively involved in the direction of the project
- Build community capacity through resident involvement in the development of walking ideas and initiatives.
- Further develop and broaden the range of partners involved in the project (to include, schools, charities, youth groups, community groups, the local authority and support the growth of the consortia.
- Gather sufficient data to gauge impact (using Theory of Change model)
- Manage workloads efficiently, prioritise time deadlines and other commitments accordingly.
- Feedback to the consortia steering group and line manager on your progress during the project.
- Responsible for the health and safety of yourself and volunteers.
- Effectively safeguard young people and adults during your supported walking events.

Essential Skills, Experience and Attitude

- Experience in community engagement and partner collaboration
- Experience of facilitating groups for children, young people and adults
- An ability to bring a wide range of individuals and partners together for a mutual aim.
- Confident and not afraid to engage.
- An active listener.
- An advocate for walking and physical activity.
- Ability to engage with young people and adults on a level that brings the best out of them and supports positive change in their lifestyle and walking habits.

- Personal commitment to addressing the needs of the most vulnerable young people and adults in Cotmanhay.
- Positive, resilient and creative thinker
- Good organisation skills and time management
- Ability to lead and plan local community events, this is key to the role.
- Professional, reliable and considerate
- Willingness to work outdoors all year round, with possible weekends and bank holiday hours.
- Knowledge and experience of safeguarding with additional training to be provided.
- Current driving licence
- Understanding of communities and development of community voice.
- Knowledge and understanding of the development of volunteers.

Desirable Skills, Experience and Attitude

- Knowledge of Cotmanhay and the surrounding area.
- Experience of using evaluation tools/outcome measures to monitor the impact.
- First Aid trained.
- Awareness of mental health and wellness issues faced by vulnerable young people and adults.
- Knowledge and understanding of social media marketing communications.
- Ability to lead, advice and support colleagues & volunteers.

STANDARD CLAUSES

Health and Safety

You will take reasonable care for your health and safety and have regard to other persons who may be affected by the performance of your duties in accordance with the provisions of Health and Safety legislation, Parkside High CIC's Health and Safety Policy, associated protocols and health and safety management systems.

You will exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the organisation or provided or issued by a third party for individual or collective use in the performance of your duties.

Equality and Diversity

You will uphold Parkside High CIC Equality and Diversity policies and practices in accordance with the organisational policy and Equality Scheme. Parkside High CIC will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a disabled employee.

Training

You will keep under review your own training and developmental needs and keep yourself informed of current issues and be alert to Parkside High CIC and other relevant bodies training

programmes and policies. You will be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by your own training needs and the needs of the service.

Performance Management

You will ensure compliance with the organisations employee performance standards and take the appropriate action to address issues that may arise. You will comply with the organisations KPIs and targets to ensure that all information you are responsible for is accurate, complete, up to date and fit for purpose.

Confidentiality

You will comply with and/or ensure compliance with the organisations Data Protection Policies and the Data Protection Act and other relevant legislation. You will ensure that confidentiality is respected and maintained at all times. Where appropriate you will work with computers, new technology and associated systems as required and support staff in its use. You will comply with the regulations as set out in Parkside High CIC GDPR Policy

Customer Care

You will promote and deliver fair and high-quality customer care services that are sensitive and responsive to clients/service users and in accordance with Parkside High's Aims and Objectives.

Environmental

Parkside High CIC are committed to protecting the environment and reducing its carbon emissions. It is therefore the responsibility of all employees to minimise their impact on the environment whilst working for Parkside High CIC.

Disclosure and Barring Checks

In those posts where post holders have access to either children, vulnerable adults or highly confidential information a Disclosure and Barring check will be undertaken prior to that person's appointment to the job.

Other Duties

This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post. Any changes which are of a permanent nature will, following consultation with you, be included in the job description in specific terms and will be formally issued to you.
