Stratford-upon-Avon Foodbank
Together with Trussell

Community Organiser

Job Description & Person Specification

Role: Community Organiser
Hours: 25 hours per week
Type: Fixed Term Contract – 3 years (continuation subject to funding)
Reports to: Foodbank Director
Direct Reports: Community Power volunteers and volunteers engaged in participation activity

Role Purpose
To build relationships with people affected by poverty and support them to influence change within their communities. The Community Organiser will develop leaders, strengthen community participation, and work alongside volunteers, partner organisations, and people with lived experience to identify local issues, influence decision-making, and tackle the causes of poverty.

The role will lead Stratford-upon-Avon Foodbank's participation in Trussell's Community Power programme, creating opportunities for people with lived experience to shape the Foodbank's services, partnerships, advocacy, and strategic development.

Key Responsibilities
1. Community Listening & Insight

- Build trusted relationships with people affected by poverty through one-to-one conversations, group activities, and community engagement.
- Gather insight into the causes and experiences of poverty within local communities.
- Create opportunities for people with lived experience to share their experiences, concerns, and ideas.
- Ensure community insight informs service development, organisational planning, and decision-making.

2. Participation & Leadership Development

- Identify and encourage individuals who wish to become involved in participation, leadership, or influencing activity.
- Support people with lived experience to build confidence, develop skills, and contribute to shaping local responses to poverty.

- Bring people together around shared experiences and concerns, helping them identify priorities and opportunities for change.
- Support individuals to participate meaningfully in projects, consultations, partnerships, and organisational discussions.

3. Volunteer Development & Support

- Recruit, train, support, and coordinate volunteers involved in Community Power and participation activity.
- Develop pathways for people with lived experience to become active volunteers and community leaders.
- Foster an inclusive and supportive volunteer culture that reflects the values of the Foodbank.
- Work collaboratively with colleagues to ensure volunteers are appropriately supported and safeguarded.

4. Partnerships, Community Engagement & External Relationships

- Build relationships with referral agencies, community groups, faith organisations, schools, local partners, and anti-poverty organisations.
- Represent the Foodbank at community meetings, partnership forums, networking events, and appropriate public events.
- Help raise awareness of poverty, community need, and the Foodbank's wider work across the district.
- Develop opportunities for collaborative working that strengthen community participation and improve outcomes for local residents.
- Support engagement with local decision-makers, public bodies, and elected representatives where appropriate.

5. Community Power Programme Delivery

- Lead Stratford-upon-Avon Foodbank's participation in Trussell's Community Power programme.
- Participate in learning, training, and networking opportunities provided through the programme.
- Work collaboratively with Trussell colleagues and Community Organisers across the wider network.

- Support involvement in relevant local and national campaigns and influencing activity as part of Trussell's Community Power programme.
- Contribute to programme reporting, evaluation, and agreed outcomes.

6. Monitoring, Evaluation & Learning

- Maintain accurate records of participation activity, volunteer engagement, and outcomes.
- Gather feedback, stories, and evidence demonstrating impact.
- Contribute to grant monitoring, organisational learning, and impact reporting.
- Produce reports and updates as required.

Person Specification

Essential

- Experience building trusted relationships with diverse individuals, communities, or stakeholder groups.
- Excellent interpersonal and communication skills, with the ability to engage, motivate, and influence others.
- Experience facilitating conversations, meetings, workshops, group activities, or community engagement initiatives.
- Experience supporting, developing, coordinating, or empowering volunteers, community members, or groups.
- Understanding of the causes and impacts of poverty, and a commitment to improving outcomes for people experiencing hardship.
- Strong organisational skills, with the ability to manage multiple priorities, projects, and relationships simultaneously.
- Ability to work collaboratively with a wide range of stakeholders, including volunteers, community members, partner organisations, and public bodies.
- Understanding of safeguarding, confidentiality, GDPR, and appropriate professional boundaries.
- Competent user of Microsoft 365 and able to learn new systems and technologies quickly.

Desirable

- Experience of community organising, community development, participation, campaigning, or influencing activity.
- Experience working alongside people with lived experience of poverty or other forms of disadvantage.
- Experience developing partnerships and maintaining productive stakeholder relationships.
- Experience representing an organisation within the community, including public speaking, presentations, networking, or community engagement activity.
- Knowledge of the local voluntary, community, faith, and public sectors.
- Experience creating opportunities for people to influence services, projects, organisational decision-making, or wider community change.

Behaviours

- Compassionate, approachable, and committed to treating people with dignity and respect.
- Skilled at building trust and developing positive relationships with a wide range of people.
- Empowering and collaborative, enabling others to participate, contribute, and lead.
- Curious and reflective, actively listening to others and learning from different perspectives and experiences.
- Resilient and adaptable when working with complexity, uncertainty, and changing priorities.
- Professional, accountable, and able to maintain appropriate boundaries and confidentiality.
- Motivated by creating positive change and improving outcomes for individuals and communities.

Other Information

- Occasional evening and weekend work will be required to support community engagement activities, meetings, and events.
- Travel across the Stratford-upon-Avon district will be required.
- Enhanced DBS check required.
- Full driving licence and access to a vehicle desirable.

Additional Duties

Any other duties deemed appropriate by the Foodbank Director.