



Active Communities Network	JOB DESCRIPTION
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POST DETAILS

Job Title	Regional Network Lead- Greater London and South East England
Organisation	Active Communities Network
Salary	£30,000-£35,000 per annum based on working 36 hours per week
Hours	36 hours per week
Location	Active Communities Network London Office, England
Responsible to	Project Manager
Contract Type	Fixed term subject to funding

JOB SUMMARY

Active Communities Network are launching a new project, The ACN Way, which will be delivered across the UK. This project is funded by the National Lottery Community Fund for five years starting October 1st 2024. The project will build a network of 500 groups that are better connected, unified and more vocal with the aim of being actively involved in decision making and are better understood by policy makers and commissioners.

The Regional Network Lead is a new post which will work with an array of Voluntary and Community Sector groups operating in Greater London and South East England. The post will offer specialist mentoring to organisational leaders and capacity building services to improve the skills, confidence and positioning of an array of youth and community groups who lack a voice as well as supporting connections to others and broader systems.

The project aims to amplify these unheard groups who deliver such vital services. As part of a UK wide team, the post will contribute to working with strategic bodies, elected representatives and funders to create transformative system changes based on our locality and person-centred based approach. The post holder is expected to provide their specialist support to 20 groups per annum in their region, developing organisational development action plans and leadership development.

DUTIES AND ACCOUNTABILITIES

- Develop and maintain relationships with grassroots groups who join the network to ensure they are supported.
- Work alongside each grassroots group to develop tailored organisational development actions plans and leadership development. Working closely with the leadership of the group by providing specialist mentoring to identify areas where organisations can be supported with training and development.
- Organise network events within the region with the aim of expanding the network and connecting groups.
- Manage multiple stakeholder relationships within the region with the ability to adapt to meet the needs of the stakeholder.
- Work with the wider UK team and organisational partners to ensure groups are provided with the best support suitable to them.
- Continuously working with local stakeholders to understand changes within the local landscape which might impact on network groups to allow support to be adapted as and when required.

OTHER RESPONSIBILITIES

- Work flexibly where appropriate to ensure full and supportive delivery of the project.
- Undertake training to develop work related skills and knowledge.
- Undertake any other related responsibilities commensurate with the evolving objectives of the post and the evolution of the organisation.
- Work with due regard for ACN core values and objectives.
- Ensure the effective implementation of, and adherence to ACN's Equal Opportunities, Safeguarding and Health and Safety policies and procedures.

Active Communities Network	PERSON SPECIFICATION
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Job title: Regional Network Lead- Northern Ireland

Experience:

Essential

- A minimum of 3 years' experience of working within the Voluntary and Community Sector at a senior/leadership level, therefore being able to 'lead by example'
- Strong connections in the region across multi-disciplines and proven ability at brokering and connecting groups
- Previously delivered capacity building work, including mentoring organisational leaders
- Track record in sustaining and building the strengths of local groups
- Worked strategically with funders, statutory bodies, commissioners and decision makers making positive change for the Voluntary and Community Sector
- Demonstrate experience in measuring, monitoring, evaluating and communicating impact on a programme at community level
- Managed a case load of Voluntary and Community Sector groups with diverse needs, experiences and development

Skills and abilities:

Essential

- Demonstrate extensive knowledge of the Voluntary and Community Sector in the region and the key challenges faced by both operational staff and organisational leaders
- Have a broad understanding and experience of working with Voluntary and Community Sector groups who are in their infancy through to well developed.
- Have a strong understanding and mastery in delivery models that support vulnerable young people, communities and residents.
- Able to manage diverse and multiple stakeholder relationships from ministerial level to grass roots volunteers
- Good business acumen and able to interpret and understand all aspects of managing and developing a grassroots Voluntary and Community Sector group
- Working knowledge of how to connect, where to connect and how to offer valuable practical advice and guidance to groups

- Able to interpret and speak on behalf of others with clarity, honesty and integrity to ensure a true voice and representation is made of grass roots groups in the targeted areas.

Attributes

- Able to cultivate and build trust
- Culturally competent
- Track record in the sector
- Empathetic and understanding
- Diverse knowledge across multiple fields, not least youth work, culture, sport, justice, regeneration, health and wellbeing.
- Innovative
- Agile
- Communicator and orator with influencing skills
- Leader

Additional Information:

- In accordance with our Child Protection and Safeguarding procedures, this position requires an enhanced DBS check.
- 6 months probationary period / extendable on performance and funding secured