



The Trust for Developing Communities

Engagement Worker

Application Pack

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The Trust for Developing Communities
Registered Address: Community Base, 113 Queens Road, Brighton, BN1 3XG
Company Limited by Guarantee Registration Number: 3939332 | Registered Charity Number: 1106623
Tel: 01273 234 769 | Email: info@trustdevcom.org.uk | Web: www.trustdevcom.org.uk

Welcome Letter

Dear Candidate,

Thank you for your interest in the role of Engagement Worker with The Trust for Developing Communities (TDC). We work with over 13,500 people each year in Brighton and Hove to tackle inequality through community-led solutions. Covid-19 and the cost-of-living crisis have had unparalleled impact on the people we work with, worsening the unacceptable inequalities that already existed within our city – so there is plenty of work to be done to support communities to respond to these challenges and create a healthy, thriving and inclusive city.

The role of Engagement Worker is to support people in Brighton and Hove to improve health and well-being, develop new skills, improve confidence, build self-esteem and make connections across their communities – by engaging in services, activities and community groups.

You will be supporting individuals and groups in a range of settings across the city. We are looking for a candidate who has experience of working with people experiencing poverty or exclusion and who is committed to making a positive difference in people's lives.

I am sure that this role will offer a fulfilling working opportunity and the chance to make a positive impact.

TDC is committed to achieving greater diversity in its Staff Team and welcomes applications from people any sex, gender, race, age, sexuality, belief or disability.

If you feel inspired by this opportunity, then we very much look forward to hearing from you.

Good luck!

Athol Hallé,
Chief Executive, TDC



About TDC

Since TDC's inception in the year 2000, our primary focus has been community development work directly within neighbourhoods experiencing deprivation in Brighton and Hove. We have gone on to develop a broad range of grassroots services supporting young people, excluded communities and older people.

The strong trusting relationships we have built up with communities and partners has enabled us to grow considerably in size and impact over recent years. We now employ 60 staff with a turnover of over £2 million. Despite our positive impact with excluded communities, there is much more work to be done to reduce the unacceptable health, social and economic inequalities that cast a shadow across our city.

Our Context Brighton and Hove is a uniquely creative and progressive City, which faces many challenges – there are areas where 52% of our children live in poverty and life expectancy is ten years shorter; we have 4,000 people living in emergency or temporary housing making us the third highest city for homelessness in England, and we have higher than average levels of mental health issues and suicides. This is not ok.

Our Vision is for Brighton and Hove to be a healthy, inclusive and thriving city - free from inequality.

Our Mission is to deliver community-led solutions that tackle inequality.

Our Work

Neighbourhood. We deliver community development work in areas of within the city focused on developing community-led groups. This includes specialist work to support older people.

Equalities. We support excluded communities through a broad range of health & well-being and employability & learning projects. These include: cancer screening access, employability support, social prescribing; mental health support; training; community learning; community research.

Youth Work. We deliver two significant youth work contracts for Brighton and Hove City Council in the North and East of the city. Additionally, we deliver individual support to young people around health and well-being and coaching. We also lead the citywide detached youth work programme *Brighton Streets*.

TDC Values

- **Community.** *“Together we are stronger.”* Community is at the heart of TDC. When we connect people, organisations and communities together, this builds strengths, improves well-being and reduces inequality.
- **Empowerment.** *“Building community brings social justice.”* The most effective way to tackle inequality is to support people experiencing poverty and exclusion to develop skills, knowledge and strengths, to come together and take action.
- **Inclusion.** *“There is no ‘them and us’ only us.”* We are enriched by the diversity within our communities. We recognise that discrimination exists, and we fight against it. When we proactively support people to participate, including the most excluded and vulnerable - everyone gains.
- **Equality.** *“None of us can truly thrive whilst some of us are in poverty.”* Everyone is valuable, everyone is needed. Tackling economic, social and health inequalities enables everyone to play their full part - which benefits us all.

Engagement Worker

Overview

Job Title: Engagement Worker

Hours: 14 - 30 hours per week to be agreed

Salary Scale: £22,805 - £25,179 per annum Full Time Equivalent + 6% pension.

Contract: 12 Months Fixed Term Contract

Holiday: 25 days a year, plus an extra 3 days at Christmas, and all Bank Holidays. Pro-rata.

Location: TDC's head office is at Community Base, 113 Queen's Road, Brighton. Work will include outreach at a range of community venues around the city.

Reporting to: Equalities Manager

Objective

To work with other TDC team members to support people in Brighton and Hove to engage in services, activities and community groups to improve health and well-being, develop new skills, improve confidence, build self-esteem and make connections across their communities.

To work with other TDC team members to build connections between services and communities so that the voice of community members is heard and can influence the services they receive.

Main Responsibilities

1. **Work with individuals.** Engage individuals in community and other settings to promote access to services and activities. Share information and gather insight from individuals.
2. **Work with groups.** Attend community group activities to promote access to services and activities. Share information and gather insight from community groups. Provide practical support for colleagues and groups, including setting up spaces & helping with refreshments.
3. **Engagement Interventions.** Through conversations and sharing information support people to engage in services, training, volunteer, gain work experience, and to use their existing skills and qualifications.
4. **Skills development.** Support people to access services and activities to improve their language, financial, digital and other skills.
5. **Promotion.** Actively promote engagement through individual and group support.
6. **Community Outreach.** To link with and attend children's centres, food banks, schools, colleges and other settings to access potential beneficiaries in some of the most excluded communities.
7. **Record Keeping.** Keep accurate and up-to-date records of all project participants to measure outcomes and progress.
8. **Monitoring and Performance.** Provide monitoring and evaluation information as requested. Achieve project targets in a timely manner.

General

1. **Knowledge Sharing.** Stay up to date on developments in the areas relevant to your work – such as NHS guidance or Council advice. Sharing this knowledge, along with updates on the successes and challenges of your work with your line manager.
2. **Coordination.** Work closely with colleagues to ensure your work combines effectively with delivery within your department and across TDC.
3. **Ambassador.** Promote TDC's work appropriately. Ensure that you understand the organisation's goals and how your work contributes to them.
4. **Equal Opportunities.** To implement and promote TDC's Equality and Diversity Policy, ensuring TDC's commitment to equal opportunities and anti-discrimination practice permeates all aspects of our work.
5. **Safeguarding.** To implement and promote TDC's Safeguarding Policy and Procedures, ensuring a commitment to the protection of children and vulnerable adults throughout all aspects of our work.
6. **General.** To undertake all other reasonable tasks and responsibilities as requested by your Line Manager.

Person Specification

Experience, Knowledge & Skills:

1. **Individual support and groupwork.** Ability to share information in an accessible and meaningful way with individuals and groups. Ability to support people to access services in practical ways such as accompanying them to appointments.
2. **Gather insight.** Experience of having guided conversations and gathering insight with individuals and groups.
3. **Targets and record keeping.** Experience of working to set targets along with accurate record keeping practices.
4. **Independence.** With regular guidance, the ability to work independently, organising, planning, and delivering against own work plan.
5. **Collaborative Working.** Ability to work with TDC colleagues, community beneficiaries and other partners so that our work is jointly developed.
6. **Community Engagement.** Demonstrable commitment to community engagement principles and practice.
7. **Communications.** Ability to share information clearly and to use appropriate IT communication tools and media.
8. **Confidentiality.** Ability to maintain confidentiality appropriately when working with vulnerable people.
9. **Equal Opportunities.** Good understanding and commitment to equal opportunities and experience of working with diverse communities, cultures, and faiths.



Application Process

To Apply:

Please email a completed application form and equal opportunities form to TDC on info@trustdevcom.org.uk, stating the role you are applying for. The application form includes:

Supporting Statement. This should explain why you are interested in this role with TDC and detail the skills and experience you feel you would bring. The statement should relate directly to the Job Description and Person Specification.

References. Please provide details of two referees. References will only be taken up if a job offer is made and only with prior permission.

Closing Date:

The closing date for applications is **Monday 19th June 2023** at 10.00am

We will aim to notify candidates if you have been shortlisted for interview by **5.00pm on Thursday 22nd June 2023**.

Interviews:

The provisional date for interviews is **Thursday 29th June 2023** at the TDC Office - Community Base, 113 Queens Road, Brighton, BN1 3XG

If you would like to discuss this role, please contact:

Hannah Sherman, Equalities Manager on hannahsherman@trustdevcom.org.uk or 01273 234 769.

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Thank you for considering applying.

Good luck!

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