



**Participation Worker
The Winch
£28k, pro rata, 3 days a week
Nine-month contract**

The North Camden Zone supports residents to build the communities we all deserve. The Participation Worker will support residents on Hilgrove Estate to take part in a ground breaking participatory budgeting project. Working in partnership with Camden Council residents will share power, to lead on the changes they want to see and decide on how significant estate budgets will be spent.

Join us if you:

- are passionate about communities being in the driving seat.
- are an expert in enabling the conditions for inclusive co production and participation?
- know how to support and develop people to lead with confidence
- have experience of delivering real change within communities

Why you should work for the Winch:

- Flexible working hours
- You will be part of a small and dynamic team
- We are committed to enacting our principles of justice, equity, diversity and inclusion.
- We are firmly driven by our values

Please note that this post will be subject to an enhanced DBS check and we will ask for proof of eligibility to work in the UK.

This would be suitable for a secondment opportunity for someone hoping to gain experience in innovative resident participation.

We are open to flexible working arrangements. Applicants who wish to apply as a job share must apply with their co-worker and clearly indicate their partnership in their application

Please go to www.thewinch.org to download the job pack. Apply by sending in a comprehensive CV and a supporting statement outlining how you meet the person specification to jobs@thewinch.org

We are excited about starting this work as soon as we can in the new year. Please submit your application now. We will be interviewing suitable applicants on a rolling basis. The final date for applications is **5pm on 4th January 2023.**



Who is the Winch?

The Winch is a dynamic children and young persons' charity in Swiss Cottage, Camden. Founded in 1973, when our community repurposed a formerly derelict pub as a much needed youth space, we now engage and work with over 1,600 children, young people and families each year.

The Winch delivers a cradle to career pipeline of opportunity, through play, youth-led, sports and social action programmes, working alongside children, young people and parents to develop their strengths, skills and sense of belonging of purpose. To make North Camden a great place to live, learn and grow up in for all, we help people to read, create and connect at Belsize Community Library and back community-led change through the North Camden Zone.

North Camden Zone

In the last three years we have worked on three Camden estates, supporting resident-led change. We employed and trained 13 residents as Community Organisers. They have led community research and the design and delivery of programmes to strengthen the voice of residents, improve community connection, improve mental health and to improve the built environment on estates.

Local residents have secured some significant achievements. On the Chalcots estate we produced a resident owned manifesto. On Hilgrove Estate our work will deliver a physical legacy which, by March 2023, will include new orchards, redesigned gardens, a refurbished community room, a mural designed by young people and new signage welcoming people onto the estate. We have helped to set up a food coop, which will continue to enable residents to assist each other through the cost of living crisis. We have also supported residents to come together through our *Know Your Neighbour Nights* and estate-wide events.

Participatory Budgeting Project on Hilgrove Estate

We have been commissioned by Camden Council to pilot a ground-breaking participatory budgeting project on Hilgrove estate to share more power with residents. This nine-month initiative will engage and recruit residents to decide on the allocation of a significant part of Camden's service budget for their estate. We will work in partnership with Camden Council to develop the delivery model of the Participatory Budgeting Project on Hilgrove Estate.

Participation Worker - North Camden Zone

Role Description

Job Title:	Participation Worker, North Camden Zone
Location:	The Winch, NW3 3NR
Employing Body:	The Winchester Project
Responsible to:	Head of Communities
Salary:	£28,000 pro rata
Hours of work:	24 hours per week
Probation period:	3 months
Length of contract:	9 months
Job Purpose:	To support resident engagement, recruitment implement resident-led activities, train & share the learning

Working Relationships: Part of the wider staff team, working with the Hilgrove Community Organisers and other Hilgrove residents, working in partnership with Camden Council and other organisations. Responsible to the Head of Communities who is responsible to the CEO, who is responsible to the Board of Trustees.

Summary

The North Camden Zone is committed to working together to make our neighbourhood a great place for everyone to live and to grow up in. The North Camden Zone backs community-led change on estates and neighbourhoods.

The Participation Worker will engage with residents from across Hilgrove estate, to take part in a ground breaking participatory budgeting project. They will work in partnership with Camden Council to support and build the capacity of residents to share power and take part in a deliberative democracy process and decide on how a significant part of the estate budget should be spent to meet the priorities of residents.

Principal tasks & responsibilities

Engagement and Recruitment of Residents

- Engage residents from across the estate demographic
- Deliver a programme of inclusive and events and activities on Hilgrove
- Recruit residents to take part on the decision making process
- Arrange the payment of residents taking part in the decision making process

Support the residents taking part in the decision-making process

- Identify the skills, strengths and knowledge of residents
- Identify and meet any support needs of residents
- Identify and meet the training needs of residents

Support the decision-making process

- Coordinate and support the administration of the meetings where decisions are made
- Take notes and record the outcomes of meetings
- in partnership with Camden Council support the running of a decision making process
- Facilitate workshops, events and activities within the process

Communication

- Produce printed and online publicity and promotion materials to engage with residents on Hilgrove estate
- Create social media posts to promote the work and capture work being done
- Take photos and film to capture the workshops, activities and events

Evaluation and Reflection

- Design tools and processes to get feedback and reflection from residents
- Collect and enter the data into the Lamplight database
- Support the measurement of the impact and evaluation of the project and contribute to reports
- Take part in the reflection and learning to identify system barriers and opportunities
- Contribute to recording the model and production of a guide for other estates

Working across the Winch

- Provide administrative support to the Zone and as required across the programme.
- Build positive professional relationships of support and accountability with your line manager, other members of staff and

- volunteers within the organisation.
- Contribute to the dialogue about the identity, ethos and aims of work with children, young people and the community at the Winch

Personal Specification

People

- Passionate about communities leading on change
- Experience of delivering change within a community
- Experience of using participatory tools and techniques
- Strong facilitation skills
- Strong ability to build rapport with people

Context

- Able to work in a fast-paced and changing environment
- Able to use initiative and solve problems
- Able to work both independently and collaboratively as part of a team
- Ability to analyse and present data
- An eye for detail, efficient and thorough planner

Tools

- Able to use basic design packages to produce posters, leaflets and online materials
- Confident in the use of Microsoft Office, Google docs and other online platforms to support your work

Communication

- Excellent written English
- Able to deliver presentations
- Ability to distil complex information into accessible messages
- Confident in using social media

Learning and Development

- Committed to
 - own learning and development
 - the Winch's goals and values
 - safeguarding children and adults at risk
 - enacting the principles of justice, equity, diversity and inclusion
- Able to work sensitively and respectfully with the community, representing their lives, their ambitions and the challenges they face with dignity, respect and care

Desirable

- Experience of delivering training
- Experience of supporting participatory budgeting or community-led decisions around grants
- Systems thinker
- Experience of recording and/or editing film

The Winch Values

We're committed to the following values:

- Act with integrity because we believe that authenticity must lie at the heart of what we do.
- Be ready for anything because we recognise that others' lives and situations require us to be flexible and responsive.
- Go the extra mile because we understand that additional commitment is often needed to make a difference, whether to a child or a professional.
- Show compassion because we see each person we work with as a unique individual and part of our family.
- Take the initiative because we feel that too often interventions fail or systems miss the point because nobody is being proactive and seeking out solutions.
- Work collaboratively because we believe that children, parents and everyone committed to supporting them hold part of the solution.

What else do I need to know?

The Winch is based at 21 Winchester Road, London NW3 3NR, just a minute's walk from Swiss Cottage underground station and within walking distance of multiple bus routes.

This full-time role includes evening work and weekends. We are open to the possibility of a potential job share and can be flexible about the working pattern.

This post is funded for 9 months by Camden Council.

The Benefits

We offer a training budget. You will also be asked to complete mandatory accredited training, which counts towards your continuing professional development.

The Winch has an Employee Assistance Programme with Health Assured. This includes access to a wealth of services including counselling, legal information, bereavement support, medical information and CBT online. There is also access to a virtual library of wellbeing information.



We offer new employees 30 days' holiday pro rata per year (including Bank Holidays) and the opportunity to join a contributory pension scheme.

Important Note

The Winch is committed to keeping children, young people and vulnerable adults safe from harm. The successful candidate will be subject to Enhanced DBS checks and be required to undertake safeguarding training

The Winch is committed to the principle of equal opportunity in employment and its employment policies for recruitment are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.

You can read more about The Winch on our website at thewinch.org. You can read more about the North Camden Zone which is a project of the Winch at www.northcamdenzone.org and twitter on @greatplaceNCZ. You can read more about the Winch at <https://thewinch.org/>

How to apply?

Please apply by sending in a comprehensive CV (maximum 3 pages) and a personal statement outlining how you meet the person specification. Your personal statement must be no longer than 2 pages of A4, with a minimum font size 12. We will not consider applications that do not include a personal statement.

You will be asked to provide the names, positions, organisations and telephone contact numbers of two referees, one of whom should be your current/most recent employer. References will **only** be taken once your permission has been granted. In addition, an enhanced DBS check is required for employees at The Winch.

Please send your completed application to jobs@thewinch.org and title the email Participation Worker application. Applications can be sent at any time. Suitable candidates will be interviewed on a rolling basis. Please send this by 5pm on **Wednesday 4th January 2023**.

If you would like to speak to someone to find out more about the role then contact Rashid Iqbal, CEO by emailing rashid@thewinch.org