



## **Community Participation Worker**

### **Role Overview**

The Winch helps residents to build the communities we all deserve.

The Community Participation Worker will work directly with residents and young people in the day-to-day delivery of The Good Neighbourhood Project, an exciting new community-led initiative. The Community Participation Worker will support and back community members in Swiss Cottage and Kilburn to shape and deliver engagement activities and events that build collective agency and impact, leading to a fairer, greener future for the place they call home.

This is a new opportunity with huge potential for the successful candidate to shape the project and the role to obtain the best outcomes with, by and for community members and the neighbourhood.

### **Join us if you:**

- are passionate about communities being in the driving seat
- are skilled in creating conditions for inclusive participation and engagement and want to grow your expertise
- 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:**

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

### **At the Winch, we are 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.

### **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 our Communities Team.

### **The Communities Team**

The Communities Team works to advance community-led change and support families with children ages 0-5 years. Also known as North Camden Zone, our recent community action work focused on supporting and building resident and youth power on three Camden estates. Residents 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. There are several initiatives that took root and are still actively resident-led as a result of this work. At the Hilgrove estate, The Winch supported residents in leading a participatory budgeting process in partnership with Camden Council to determine spending priorities that will be implemented from 2024-26.

### **The Good Neighbourhood Project**

We have now secured funding from the National Lottery Community Fund and the Esmée Fairbairn Foundation to deliver the Good Neighbourhood Project. Over the next three years, we will work alongside residents of Swiss Cottage and Kilburn to make their neighbourhood a fairer and greener place. We will achieve this through building stronger community bonds, activating greater resident control over where they live and taking action towards tangible changes in the neighbourhood.

Through the Good Neighbourhood Project, we will support residents to:

- Imagine the future they want for the place they live,
- Deliberate about collective priorities,
- Influence local decision-making, and
- Take practical action towards realising the future they want to see.

We will address two issues that are priorities for local people: the cost of living and the environment. Through processes of collective imagination and listening, deliberative democracy and resident action, residents will work together to build a fairer and greener neighbourhood.

**To find out more**

You can read more about The Winch on our website at [www.thewinch.org](http://www.thewinch.org). You can read more about The Winch's community action work at [www.northcamdenzone.org](http://www.northcamdenzone.org).

## Community Participation Worker

### Role Description

<b>Job Title</b>	Community Participation Worker
<b>Job Purpose:</b>	To support community and resident engagement and recruitment, to design and implement community-led activities, adapting to and sharing learning.
<b>Salary:</b>	£30,000 pro rata
<b>Hours of work:</b>	32 hours per week (0.8 FTE)
<b>Responsible to:</b>	Head of Communities (initially)
<b>Length of contract:</b>	3 years
<b>Probation period:</b>	6 months
<b>Location:</b>	The Winch, Camden, London NW3 3NR

### Role Summary

At The Winch, the Communities Team backs community-led change on estates and neighbourhoods and is committed to working together to make our neighbourhood a great place for everyone to live and to grow up in. Through the **Good Neighbourhood Project**, we will support residents of Swiss Cottage and Kilburn to create a fairer and greener future for the place they call home.

The Community Participation Worker will deliver a program of inclusive and dynamic engagement activities and events for residents from across Swiss Cottage and Kilburn that build towards community-led change. You will work in partnership with local stakeholders, including Camden Council and local businesses, to support and build the capacity of underserved communities. This role will focus on involving community members and young people in participatory and deliberative processes to decide on how our local community can address the challenges of economic inequality and climate change.

The Good Neighbourhood Project will involve two consecutive eighteen-month missions. The first mission will build a **fairer neighbourhood**, addressing the rising cost of living. The second will build a **greener neighbourhood** through strengthening local environmental action. You will play a key role in the planning and delivery of the three phases of each mission:

- **Neighbourhood Exploration:** gathering published neighbourhood-level data and insight from people with lived and professional experience; running creative activities to enable the collective imagining of a fairer and greener neighbourhood;
- **Neighbourhood Inquiry:** recruiting, training and supporting a paid group of local residents who will deliberate about, and find solutions to, local priorities highlighted in the Exploration. The Inquiry's deliberations will produce a set of recommended actions for policy makers and service providers.
- **Neighbourhood Action:** supporting resident-led testing of ideas that help address the missions at neighbourhood level.

The Participation Worker will engage residents from the neighbourhood including local estates, to support them to participate in the project. You will help to ensure that marginalised communities are meaningfully involved, using participatory methods to design and deliver inclusive and equitable processes that ensure their hopes and ambitions are represented.

## **Principal tasks & responsibilities**

### **Engagement and Recruitment of Residents**

- Engage under-served groups from across the neighbourhood, including working with organisations and individuals
- Deliver a programme of inclusive, accessible, interactive activities and events
- Outreach and recruit residents to take part in deliberative decision-making processes
- Sustain and support resident engagement and leadership development
- Arrange the payment of participants
- Help identify and engage partners and stakeholders to support resident-led decision-making and action

### **Support people to shape and participate in decision-making processes**

- Identify the skills, strengths and knowledge of residents
- Identify and meet any support and training hopes and needs of residents
- Design and deliver inclusive, interactive events and activities to solicit the views and priorities of participants

### **Support decision-making processes**

- Coordinate and support the administration of the meetings where decisions are made
- Facilitate workshops, events and activities within the process
- Provide individualised support to residents throughout the process
- Ensure underserved groups' views are acknowledged and heard within the Mission

**Support Neighbourhood Action**

- Help residents identify the ideas they want to deliver
- Support residents to collectively design and implement their ideas
- Facilitate the capture of learning with residents

**Communication**

- Help with publicity and promotion to engage residents and build relationships with stakeholders that help advance and sustain the work.
- Take photos and film to capture the workshops, activities and events

**Monitoring, Evaluation and Learning**

- Support in designing effective tools and processes to get feedback, feedforward and reflection from residents
- Collect and enter data safely
- Support the measurement of the impact and evaluation of the project
- Take part in reflection and learning activities and practices to identify barriers and opportunities and successes, and contribute to a culture of continual learning

**General Duties**

- Attend and participate in individual and team meetings, supervision, and appraisals, as required
- Demonstrate and model The Winch's values at all times, and the principles of justice, equity, diversity and inclusion
- Demonstrate commitment to, and take responsibility for, safeguarding children, young people and adults at risk, in the context of the role

## **Person Specification**

### **Knowledge, understanding and interests**

- Passionate about residents leading change in their neighbourhoods
- Knowledge and understanding of how to use participatory methods and strengths-based approaches in communities facing systemic disadvantage.
- Commitment to creating a more equitable neighbourhood, and to enacting the principles of justice, equity, diversity and inclusion.
- Knowledge and understanding of safeguarding practices, and a commitment to keeping children and adults safe.

### **Experience**

- At least two years' experience of engaging residents, families and young people
- Experience of contributing to change in a neighbourhood
- Experience of facilitating activities for small and large groups using participatory tools and techniques

### **Skills and qualities**

- Skilled in forming and sustaining strong, trusting relationships with people from all walks of life, as well as with a range of partners and stakeholders
- Able to effectively work with the community, representing their lives, their ambitions and the challenges they face with dignity, respect and care
- Ability to work in a fast-paced and changing environment, using initiative and creativity to solve problems
- Excellent written and oral communication skills and confident using a range of communication techniques
- Able to work independently and collaboratively as part of a team
- Able to distil complex information into accessible messages
- An eye for detail, efficient and thorough planner
- Confident in the use of Microsoft Office, Google docs and other online platforms, and in the use of basic design packages

### **Desirable**

- Experience of supporting community-led decisions in grant-making
- Experience of working with groups for whom English is not an expert language

## **Important Notes**

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 will be required to undertake safeguarding training.

We will ask for proof of eligibility to work in the UK.

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.

## **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 part-time role includes some evening work and weekends. This post is funded for 3 years.

## **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.



## 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 two 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.

Please apply by [charityjobs.org](https://charityjobs.org) or send your application to [jamie@thewinch.org](mailto:jamie@thewinch.org) and title the email Community Participation Worker application.

The closing date is midnight on **Sunday 17 March 2024**.

If you are shortlisted, interviews will be held on **Monday 25 March 2024**.

If you would like to speak to someone to find out more about the role, please contact Jamie Lopez, Head of Communities, at [jamie@thewinch.org](mailto:jamie@thewinch.org)

We are grateful to the National Lottery Community Fund and Esmée Fairbairn for supporting this initiative.

