



## **Volunteer and Community Engagement Coordinator Southend on Sea**

**30 hours per week (part-time)**

**Grade 2: £24,724 to £27,232 per annum pro rata**

**Temporary contract until 31<sup>st</sup> March 2025**

**Are you passionate about working with communities to enable them to engage in volunteering opportunities? We are looking for a new team member to support the growth of volunteers in our Southend services.**

### **Your impact**

By being the champion for volunteers in our Southend services you will collaborate with communities, local businesses and partner organisations to achieve a pool of volunteers who undertake wide and varied roles that build on their existing skills and strengths.

### **Your skills**

You'll be an effective communicator who excels at building trusting and empowering relationships with individuals and groups. You will be able to work closely with the community and a variety of stakeholders to identify potential volunteers and develop new volunteer roles using a strength based approach.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community / particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQ+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse any reasonable travel costs associated with attending an interview.

### **What will we offer you?**

We offer flexible working hours, a generous pension scheme and leave entitlements, eye care vouchers, a cycle to work scheme and other great benefits. We have an excellent wellbeing offer and we will invest in your professional development with on-going quality training and career development opportunities. We have six staff diversity networks that offer peer support and contribute to the strategic development of EDI; AccessAbility Network, Anti-Racism and People of Colour Network, Gender Equality Network, Inter-Faith Network, LGBTQIA+ Equality Network and Parents and Carers Equality Network. You'll join an established, supportive and high-performing service and have the opportunity to thrive in an innovative organisation that values your opinion, encourages learning and has the needs of children and families at its core.

We are forward looking, ambitious and committed to continuous improvement. We are a **people focused, can-do** organisation, which strives for **excellence** in all we do and operates with **mutual respect**. If you share these values and behaviours and have the necessary skills, then we look forward to hearing from you.

**For an application pack and further information please visit:**



[www.family-action.org.uk/get-involved/work-us/current-vacancies/](http://www.family-action.org.uk/get-involved/work-us/current-vacancies/)

Please email completed applications to: [completed.application1@family-action.org.uk](mailto:completed.application1@family-action.org.uk)

**Closing date:** Monday 8<sup>th</sup> April 9am

**Interview date:** Week commencing 15th April

Appointments are subject to satisfactory Safer Recruitment checks, including a Disclosure and Barring Service (DBS) check where appropriate to the role.