



Job title:	Community and Engagement Manager
Service:	Hertfordshire Children's Contact Service and FOOD Clubs
Location:	Hertfordshire
Hours:	30 hours per week (part-time), a minimum of 3 hours per week will be required on a Saturday
Salary:	£28,315 - £31,073 FTE per annum (£22,958.11 - £ 25,194 per annum for part-time, 30 hours per week)
Contract:	Permanent contract

Are you passionate about bringing people together around a common goal? Do you believe that challenges are best solved through collaboration and sharing ideas? We are looking for someone who thrives on building strong networks and uses creative strategies to engage with stakeholders in Hertfordshire.

Your impact

By being the champion for improving services within communities in Hertfordshire; we will see greater engagement from those that live in the area who become more confident in their engagement with services and become an equal partner in service design and delivery.

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 needs. You will be able to collect, process, analyse and report on impact outcomes data to a wide range of audiences.

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.

Next steps:

- **To apply:** fill out the [Application Form](#) and email it to: completed.application19@family-action.org.uk
- **To learn more about Family Action:** check out our [Recruitment Pack](#)
- **To learn more about Family Action's terms & conditions:** check out the [Summary Terms & Conditions of Employment](#)
- **To help us fulfil our commitment to encouraging diversity and promoting equal opportunities:** fill out our anonymous [Equality & Diversity Monitoring Information survey](#)

Closing Date: Friday 29th March 2024 at 12.00pm

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

ID: 1125