

PERSON SPECIFICATION:

Communities for Children: Place & Participation Specialist

Competencies	Essential	Desirable
Achieving: Being clear about objectives and priorities and with a focus on engaging communities through innovative inclusive co-creation techniques. Promoting change and making improvements that help Corra Foundation to deliver against its strategy.	• Ability to plan, organise and prioritise work. • Commitment to working collaboratively with colleagues, community leaders and partners to support participation, co-design and project delivery. • Be able to motivate and support community leaders to navigate uncertainty and drive positive change.	• Experience of providing support and supervision to staff or volunteers
Communication: Communicate effectively, both orally and in writing. Consider the needs of diverse audiences, appropriate mediums and the role of technology in contributing to enhanced communications.	• Excellent active listening and facilitation skills. • Communicate effectively at all levels, both internally and externally and to diverse groups. • Ability to question and clarify where necessary. • Be able to give clear instruction and direction when required. • Experience of using a variety of methods to capture and share learning including self-reflection, reports, blogs, community stories and case studies. • Ability to communicate ideas and work in a way that is accessible, inclusive and in line with Corra's values.	• Experience of delivering presentations. • Awareness and understanding of using appropriate media processes.
Managing Yourself: Being aware of how far your abilities extend and taking personal responsibility for your own actions and development. Develop and display confidence. Accept and embrace change.	• Be self-motivated, organise own work schedules and manage time effectively. • Be willing to learn new skills and have a 'can do' attitude. • Ability to work flexibly.	

Competencies	Essential	Desirable
	• Be able to work autonomously as well as part of a team within Corra and with external project partners. • Be willing to accept, embrace and see change in a positive light • Be able to make decisions that may have implications for Corra's relationships and reputation.	
Organisational & Sector Awareness: Able to relate internal and external factors to broader issues within the voluntary sector.	• Experience of working alongside local communities and of managing community groups or projects. • Understanding of charity/community governance and income generation models. • Experience of using participatory approaches and place-based working. • Understanding of public service design and delivery and community planning structures.	
Relationship: Able and willing to address needs of colleagues, applicants, other partners and stakeholders. Operating with consistency, awareness of sensitivities and adhering to guidelines. Building networks and partnerships to enhance service delivery and organisational credibility.	• Partnership development and management skills, working alongside others to ensure the voice of children and families is at the heart of the programme. • Ability to listen to and respond positively to the needs of colleagues and external partners. • Ability to build strong collaborative working relationships with a range of cross-sector partners in both online and in-person environments. • Experience of working directly and building strong relationships with communities. • Listen to, establish and respond positively to different stakeholder needs using a solution focused approach.	

Competencies	Essential	Desirable
Team Working: Co-operating with and considering others. Sharing knowledge and resources, striving for good working relationships. Respecting and valuing individual differences. Valuing and promoting team working.	• Commitment to collaboration and co-design. • Able to recognise and nurture peoples' skills, ideas and capacities. • Build and maintain good working relationships with all colleagues and partners.	
Experience	• Experience of working alongside local communities to support participation, voice and action. • Evidence of using co-design methods to deliver programmes, projects and events. • Experience of building effective, cross-sector collaborations. • Able to identify locally driven solutions and ideas. • Understanding of evaluation and monitoring, including action learning and storytelling • Working knowledge of Microsoft IT systems. • Use of spreadsheets and databases to record and analyse data and keep track of budgets.	• Experience of using Salesforce CRM. • Experience of using online learning platforms.
Education, qualifications, training	• PVG scheme registration (upon appointment to the role).	• Degree or Diploma in Community Development, Design, Systems Theory or related disciplines • Clean full driving license
Personal attributes	• Collaborative and relational approach. • Ability to manage challenges and support effective shared solutions. • Commitment to people, community voice and collective leadership. • Commitment to Corra's 'ways of working'. • Strong ethical approach, attentive, conscientious, approachable, helpful, honest and caring.	