



Voluntary & Community Sector Involvement Partner

Accountable to: The local voluntary and community sector (VCS)

Reporting to: CAN and the local VCS

Responsible for: Bringing individual expertise – representing and championing the work of the VCS in their area of expertise

Main contacts: Local VCS, CAN, NHS and Councils

Hours: To be agreed to cover attendance at meetings and associated tasks

Salary: This is a voluntary role but a bursary of £200 per year is available to cover expenses.

The voluntary and community sector plays a huge role locally in improving people's lives and is well placed to understand and work with communities to empower positive change.

This role provides a mechanism to share and cascade information with and from the VCS to inform how local public services are developed and delivered.

VCS Involvement Partners will be working or volunteering for a local charity or community organisation.

ROLE PURPOSE:

- Attend on behalf of the VCS, relevant meetings and Boards connected to their field of work
- Have a good understanding of the needs and concerns of VCS organisations working in the field connected with the Board / meeting
- Support and enable Community Action Network (CAN) to gather insights to share across all sectors

MAIN TASKS:

The role will include:

- Keeping up to date with sector/subject specific local and national developments – this may include attendance at local networking meetings and events
- A commitment to attending the Board/meeting in a 'representative' role acting at all times with impartiality
- Preparing for meetings, reading documents in advance
- Attending other meetings/forums, and through CAN gather views of the wider VCS
- Sharing your insights with CAN

- Utilising your professional skills, experience and knowledge to contribute to decision making
- Maintaining confidentiality as appropriate

CAN will

- Champion the role of the VCS Involvement Partners
- Provide induction plus ongoing support, advice, training and advocacy

PERSON SPECIFICATION:

Key Attributes

- A commitment to promoting/championing the VCS
- A commitment to and understanding of equity, equality and diversity
- Good communication skills - listening, verbal and written
- Able to take an objective, impartial stance
- Knowledge of the relevant board/meeting subject matter
- Experience of and commitment to collaborative working
- Able to challenge in an objective and non-confrontational way