



Job Description

Title:	Community Engagement Worker
Salary:	Point 12 on the NJC Pay Scale £24,496 per annum (based on 37 hours per week)
Hours:	Please note - this post can be worked full-time (37h/ week); as a job share or split into a part-time role. We invite interested candidates to discuss details. To be worked during normal office hours, with some evening and weekend hours required to attend external events.
Accountable to:	Communities Team Leader
Location:	Homebased (remote working) or with office base in either of our locations – Eastbourne, Uckfield, Lewes and/or Hastings. The post includes significant travel within East Sussex and working across a range of community settings. <i>(Business travel will be reimbursed, in line with our policy and HMRC guidelines)</i>
Job Purpose:	To raise awareness of unpaid carers and caring across East Sussex, promoting support and activities available to carers. To do so by actively engaging with local communities, organisations, members of the public, carers and their family members and friends. To build visibility of the Care for the Carers and our services through interactive engagement events, stalls and other presence in the community. To have a strong emphasis on being able to reach out to carers new to our services, those early on in carers' journey as well as hidden carers.
Functional Relationships with:	Care for the Carers staff and volunteers across all teams, health and social care partners, voluntary and community sector organisations and community leaders.

Key Responsibilities:

1. Establishing community engagement plan, in line with the organisational priorities, and in order to reach new carers, promote early carer identification and increase reach to hidden carers.
2. Prepare and facilitate engaging information stands in community locations and at a range of events, in order to build visibility of our charity and the support we provide, as well as wider awareness about unpaid carers.
3. Encourage carers to prioritise their own health and wellbeing, and to access the support they are entitled to.
4. Engage with local organisations and community leaders to reach out to people who may be carers, their family and friends, engaging with carers underrepresented among those we already support (for example ethnically diverse, LGBTQ+ and male carers).
5. Work with partners in the public, charity and business sectors to help them to identify carers early on and develop referral relationship.
6. Attend networking meetings and forums to represent Care for the Carers, raising awareness of caring and carers' experiences.
7. Support the delivery of the occasional training or information sessions to groups of carers and/or professionals.
8. Ensure all work is recorded on the Care for the Carers database, monitor and evaluate work and provide clear reports on the progress and impact of our community engagement work stream.

General

1. Take an active part in team meetings and management meetings.
2. Actively participate in own supervision and training.
3. Act at all times in accordance with Care for the Carers' policies and in a way that will ensure the reputation of the organisation is maintained.
4. Carry out all the above with an understanding of and commitment to Equality and Diversity.
5. Carry out any other duties commensurate with the level of the post, as agreed with the line manager.

Please note, this Job Description is intended to outline the main duties of the post and may change as the post and organisation develops.