



Community Connector / Time to Shine Leader – Cornwall Based

The application closing date is Friday 22nd January 2021.

- 12 Month Fixed Term Contract starting 1st March 2021
- 37.5 hrs a week – 5.6 weeks annual leave (including bank holidays)
- Wage: £9.50 per hour (+ pension scheme)
- Home and office-based and will require travel to Rank Foundation events throughout the country (expenses paid), as well as travel within Devon and Cornwall. Work mileage will be paid at 45p per mile.

The aim of this role is to enable those affected by dementia to thrive in the community by accessing activity where previously, a dementia diagnosis has created challenges. This role will also enable Memory Matters to shape new projects around collaborative opportunities within Cornwall.

This role will involve collaborative working amongst local partners, recognising the value of all community groups for the benefit of those affected by dementia. It will support community organisations to meet the needs of those living with dementia in their activities.

We are looking for someone who can listen to those affected by dementia and enable them to connect to their community in a way that supports them to live well.

It will involve working collaboratively with local partnerships in both statutory and voluntary sectors to enhance the lives of those living with Dementia. This will include work around equality and diversity for those living with dementia within marginalised groups.

We are looking for a vibrant person to join our team who is confident to represent the organisation externally, whilst maintaining a positive attitude and a growth mindset.

This role would suit someone who has a passion to create change for those living with dementia as well as a commitment to learn and develop both personally and professionally.

The job of a Community Connector is fast-paced, varied and will require the post holder to use their initiative.

The post holder will be working from home but be flexible to working with others, be self-motivated and organised.

The post holder will be very comfortable with agile working - *Agile working is about bringing people, processes, connectivity and technology, time and place together to find the most appropriate and effective way of working to carry out a particular task. It is working within guidelines (of the task) but without boundaries (of how you achieve it).*

This post is part of a wider close-knit team, who provide a multitude of different services and projects across Devon and Cornwall.

This full-time role applicant will be supported through the [Rank Foundation Time to Shine Leaders Programme](#). See the Time to Shine prospectus [here](#).

Responsibilities:

- Engage positively with people affected by dementia and to hear their experiences in Cornwall.
- Identify and build relationships with local third sector, civic and business organisations encouraging collaboration based on Memory Matters values and ethos.
- Identify others in the community keen to collaborate with Memory Matters.
- Take part in local networking events and create relationships with other organisations both in person and digitally including social media.
- Support others to connect and strengthen community activities and associations.
- Capture local stories of community activity and share these with others to provide inspiration and demonstrate what is possible.
- Guide and support action led by local people in relation to dementia-friendly communities.

- Provide support and confidence building to local people on all issues around dementia.
- Support emerging new opportunities in Cornwall for Memory Matters SW CIC.
- Support other areas within Memory Matters as the needs arise.

Memory Matters SW CIC is recognised as a great place to work, to learn, to share and to grow. Where everyone matters, where everyone is encouraged, energised and enabled to play their part in delivering our vision.

Person Specification:

- You must be a Listener and be able to transfer learning to action.
- Must meet the Purpose, Values, and Vision of Memory Matters SW CIC:
Purpose: Passionate people improving lives.
Values: People-focused, Compassionate, Open, Positive, Creative & Fun.
Vision: A world where people living with dementia are empowered and thriving in their communities.
- Be confident in digital skills i.e know their way around a computer, Google Workplace, Zoom and not be afraid of learning new digital methods.
- Confident in the professional use of Twitter, Facebook and Instagram.

Qualifications:

Minimum - A level or equivalent

Desired - Graduate

Experience Essential:

- Knowledge of the health and social care voluntary sector and of the responsibilities of voluntary sector organisations within it.
- Experience of working within the health and social care sector or VCS sector.
- Experience and exposure to the issues surrounding dementia.

Skills Essential:

- Able to develop and maintain relationships with a range of partners, including local people, health and social care professionals and the voluntary, community and social enterprise sector.

- Must be able to independently plan, prioritise and implement work allocated in a timely manner.
- An excellent communicator, both verbally and in writing and have a proactive presence on social media.
- Ability to respect and maintain confidentiality, integrity and honesty.
- Valid driving licence and access to a vehicle for work purposes.
- Confidence to speak publicly and have good presentation skills.
- Ability to multitask, understand the end goal and work towards this independently but with the support of a team and a line manager.
- An understanding and commitment to uphold and promote equality and diversity.

Disclosure and Barring Service Check is required for this role.

PLEASE NOTE: This role is based on two interviews – the first interview will be with Memory Matters SW CIC and once through the first stage, a second interview via zoom with The Rank Foundation will take place between 1st – 12th February 2021 for one hour. If successful, the candidate will take part in an Action Learning Set programme with The Rank Foundation during the 12-month position.

If successful to postholder will be expected to travel to Rank Foundation activities throughout the year – this is funded.

The post holder will receive a laptop and phone for work use.

To apply: Please send a one-page cover letter and CV to hello@memorymatterssw.co.uk before the closing date of 5pm on 22nd January 2021.