

## **Disability Nottinghamshire**

### **Job Description: Trainee Social Engagement Worker**

**Funded by: Awards For All – The National Lottery Community Fund**

**Fixed Term contract – 1 Year**

**Hours of Work:** 15 hours per week

**Rate of Pay:** £12.50 per hour.

**Responsible to:** Board of Trustee Directors of Disability Nottinghamshire

**Application closing date: Tuesday 2<sup>nd</sup> July 2024**

**Interview date:** To be confirmed.

**Start date:** Immediate

### **Overview**

This post is funded by Awards For All, The National Lottery Community Fund. The Trainee Social Engagement Worker will learn both on-the-job and be able to access appropriate training. This will support the charity to develop engagement with a wide range of pre-existing and new community, creative and academic partners, using film and cinema as a tool to create positive and lasting change for both people and our communities.

This role will help you develop your technical expertise and customer service skills, gaining valuable experience that will open doors to future opportunities.

The ideal candidate will have an interest in partnership and collaborative working with creative and community partners.

### **General Description**

Will support both current and developing activity plans, including attending our outreach hubs and working alongside community partners.

Working across diverse communities across Nottinghamshire.

As a User Led Organisation mainly run and managed by volunteers, we constantly seek views, consult, evaluate activities and services, undertaking regular weekly service user feedback surveys and consultation events which is how the charity responds, develops, and grows. This provides an opportunity to work creatively with service users and partners, e.g. using the arts as a tool to create positive and lasting change with both individuals and communities.

## **Key Tasks, Responsibilities and Person Specification**

Some experience of the following would be desirable and developmental:

- The ability to interact with a diverse range of individuals.
- The ability to work independently and as part of a team, contributing to a positive and productive work environment.
- An awareness of social media and the delivery of digital information and creativity, for example, podcast, video, photography, and associated editing.
- An opportunity to manage social media.
- Learn how to improve communication skills, digital, written and verbal.
- Good communication / listening skills.
- Attention to detail and organisation in all aspects of your work.
- Excellent telephone manner.
- Empathy and compassion.
- Ability and willingness to work independently and as part of a team.
- A willingness to follow and develop agreed procedures.
- Ability to use aspects of Microsoft Office.
- An understanding and commitment to equality and diversity and to the aims and principles of Disability Nottinghamshire.
- Knowledge and commitment of the social model of disability.