L&Q Group

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| **Role title** | Barking Riverside - Community Partnership Lead | **Date** | 11/05/20 |
| **Reports to Title** | Head of Communications and Placemaking | **Version** | 3 |
| **DBS Disclosure Required:** | **Yes** | **√** | **No** |  | **Standard** | **√** | **Enhanced** |  | **Enhanced +** |  |
| **Responsibility for End Results** |
| Work in partnership with community members to realise projects, facilities and opportunities that support BRL’s Community Partnership Offer Strategy. The Community Partnership Lead will be responsible for effective and improved communication between BRL and the local community, the delivery of the BRL’s social impact work stream as well as helping to deliver opportunities and initiatives that strengthen feelings of neighbourhood and promote community leadership.  |
| **Key Responsibilities / Deliverables:** |
| **Main Accountabilities:** List the major activities or functions necessary to achieve the job’s end results. The percentage of time spent on each of these should add up to 100%.  | ***Time******(%)*** |
| 1. Lead within the business the Barking Riverside Social Impact Assessment, ensuring it is embedded with other key BRL strategies. Complete the annual monitoring alongside the resident researchers and design innovative new programmes that deliver on social impact targets. Ensure this piece of work is profiled with a range of our stakeholders, both internal and external.
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| 1. To collaborate with local social enterprises, VCS groups and community initiatives to develop their offerings sustainability in order to build social capital in the area. This may involve grant or donation coordination, event organisation and capacity building work.
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| 1. Deliver any formal consultation required as part of the development process, as well as helping to facilitate co-design projects and community design forums that the Placemaking team initiates.
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| 1. To ensure all communication channels with residents and other key community stakeholders are kept up to date, and to help introduce innovation that ensures communication becomes more effective.
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| 1. Write the next iteration of the Community Partnership Offer – BRL’s social contract with local people. Work collaboratively with local people to scope new projects for this and manage the associated budget. Look to deliver this with increasing resident ownership.
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| 1. To train or to find training opportunities for other members of the business to develop their approach to community work. Ensure the Placemaking and Communications team keeps their knowledge and skills up to date so an industry leading approach can be embodied.
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| 1. Finalise the CIC review process in partnership with the Learning Forum and lead BRL’s work to embed and implement the recommendations. Work to raise the profile of the project in the industry and roadshow the learning with partners and stakeholders who are interested in best practice.
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| 1. To be highly visible and engage with local residents and other community stakeholders in order to identify partnership projects and to strengthen the accountability of the business.
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| **Financial Responsibility:** Enter below any revenue, operating or capital budgets for which the role is accountable. |
| Work within the expenditure authority levels to which your role is accountable. Authorise spend up to agreed levels whilst maximising cost effectiveness. |
| **People Responsibility:** Indicate below the number of employees for which the role has supervisory / management responsibility. If the number varies, indicate an average or a range. |
|  | ***Direct Reports*** | ***Indirect Reports*** |
| **Total** **Employees:** | 0-1 | 0 |
| Please list below any outsourced service providers that are managed by the role (e.g. payroll), or any functional / project management responsibilities. |
| Consultants as required. |

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| **Technical Knowledge/Skills**  |
| List of technical knowledge/ skills required to successfully perform the job role; including professional qualifications |
| * Demonstrable experience of community engagement or development, preferably in a community that has experienced regeneration or growth, where strong relationships with a wide range of partners have been cultivated – **Essential**
 | * Experience of monitoring and evaluating the impact of community work to achieve positive social impacts – **Essential**
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| * A confident orator who is comfortable representing BRL at a variety of levels and events, with strong communication and presentation skills – **Essential**
 | * Competent with MS Office and presentation packages – **Essential**
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| * Strong project and programme management skills, as well as some experience of event organisation, to ensure that partnership opportunities with our local community can be realised – **Essential**
 | * Emphatic, passionate and knowledgeable about community development work, with a strong sense of your personal philosophy and what best practice looks like – **Essential**
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| **L&Q Values** |
| These are our guiding principles. They describe how we deliver our mission and vision through our behaviors and actions. |
| **People** |
| * We care about the happiness and wellbeing of our customers and employees
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| **Passion** |
| * We approach everything with energy, drive, determination and enthusiasm
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| **Inclusion** |
| * We draw strength from our differences and work collaboratively
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| **Responsibility** |
| * We own problems and deliver effective, lasting solutions
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| **Impact** |
| * We measure what we do by the difference we make
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| **Other**  |
| * Commit to supporting L&Q’s environmental policy and social mission
* I will comply with all L&Q Health and Safety policies and procedures and commit to working towards best practice in the control of health and safety risks
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