

Post Specification

Date	June 2024
Post Group Number	8256
Post Title	Community Cohesion Officer
Job Family	Organisational Support
Job Family Role Profile	OS11
Final Grade	Grade 11

To be read in conjunction with the job family role profile

Service Area description
<p>This post will be based in the Thriving Communities Directorate, in Safe and Strong Communities.</p> <p>This role will be based in the Safer Communities service area, working alongside the Community Safety Partnership, Local Focus hubs, Global Resettlement Service, partners and internal teams and directorates. It will focus on supporting and developing cross cutting partnership and policy activity associated with enabling safe and strong communities.</p>
Purpose of this post
<p>As Community Cohesion Officer, you will be responsible for taking a proactive approach to Community Cohesion in Westmorland and Furness. This will involve engaging with communities to develop positive and trusting relationships. You will support and influence a partnership response to the wider equalities and cohesion agenda across the Council. You will develop the strategic approach to Community Cohesion with the aim of developing a long term plan across the Westmorland and Furness area. There will be a focus on building capacity within communities and supporting organisations, to reduce inequalities and promote equality.</p>
Key job specific accountabilities
<ul style="list-style-type: none"> • Promote the Community Cohesion approach across Westmorland and Furness and local partnerships and networks; advancing awareness and understanding of strategic approaches. • To facilitate community discussions concerning migration, religion, cultural diversity and hate crime with multiagency partners and facilitate safe opportunities for people from different backgrounds to come together including events / activities to promote social contact and inclusion. • To assist in identifying and mitigating community tensions (hate crime, extremism, activism) • To develop mechanisms that ensure regular engagement with groups vulnerable to community tensions and collating and monitoring intelligence on tensions as they emerge. • Develop a strategic approach to Community Cohesion by developing an action plan and monitoring framework with the aim of developing recommendations and identifying opportunities for improvement. • Report and present progress on this agenda to a range of audiences including community groups, Chief Officers and Elected Members. • To identify and monitor community tensions and hot spots with partners and support co-ordination of multi-agency response to reduce tensions and / or undertake preventative work.

- To develop positive messages on Community Cohesion, lead on the promotion of local/national campaigns and lead on the communication of these internally/externally in conjunction the Communications Team.
- To work with community based groups to support them in building their capacity through social integration initiatives and identification of grant funding opportunities.
- To lead the Local Focus Hubs to deliver their cohesion remit.
- Keep abreast of current and future legislation and guidance relating to the Community Cohesion agenda.
- Keep abreast of the changing demographics and ethnicity of the population to ensure services remain relevant to the needs of the community.
- Develop positive and effective working relationships with colleagues in the Council and other relevant organisations in the statutory and voluntary & community sectors supporting communities to deliver on the Community Cohesion agenda.
- Work with individuals, relevant organisations and networks to support and develop their plans and policies from development through to implementation.
- Manage the community cohesion budget and proactively identify other funding opportunities to deliver on the Community Cohesion agenda.
- Represent the Council in a professional manner and develop effective networks with key partners at locality and community level to improve the mutual understanding of each other's priorities and concerns to enable the Council be an effective local partner.

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	<ul style="list-style-type: none"> • Monitoring and controlling elements of delegated budgets and assisting in accessing funds from other bodies if required
Staff Management Responsibilities	<ul style="list-style-type: none"> • none
Other	<ul style="list-style-type: none"> •

Essential Criteria - Qualifications, knowledge, experience and expertise

Qualifications

- Degree level and/or equivalent and relevant knowledge and experience.
- Evidence of continuing professional development.

Knowledge

- Knowledge of the Community Cohesion agenda and relevant legislation.
- Knowledge of funding opportunities
- Good knowledge of partnerships and organisations across Cumbria in relation to Community Cohesion and Integration.

Experience

- Proven track record of interagency and partnership working.
- Successful experience of coordination, planning and management of projects.
- Experience of working within a political framework.
- Developing multi agency arrangements
- Experience of working in Community Cohesion or other relevant field
- Development and implementation of policies/procedures.
- Developing and organising events that bring all parts of the community together.
- Undertaking consultation exercises that inform, listen and promote positive discussion on Community Cohesion.
- Budget management.

Skills

- Ability to work on own initiative and to work as part of a team.

- Ability to work under pressure and to effectively manage competing priorities and deadlines.
- Ability to develop and monitor strategies and actions
- Ability to analyse and interpret information, undertake research and make recommendations.
- High level of communication skills and the ability to write clear, concise and coherent reports.
- Ability to report back and clearly present information on this agenda
- Ability to use IT including spreadsheets to present and analyse information.
- Able to work strategically with colleagues at local, regional and national level.
- Able effectively influence and negotiate with Chief officers, Elected Members and partners to bring about improved ways of working.
- Establish and maintain effective working relationships with officers and other agencies.

Disclosure and Barring Service – DBS Checks

- This post does not require a DBS check.

Job working circumstances

Emotional Demands	<ul style="list-style-type: none"> • There may be emotional demands placed on the post holder, through the consideration of a range of community safety related activity
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Physical Demands	<ul style="list-style-type: none"> • No adverse physical demands
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Working Conditions	<ul style="list-style-type: none"> • No adverse physical demands
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Other Factors

- To model and display the corporate standards of behaviour.
- Ability to travel throughout Westmorland and Furness