

Mid Argyll Community Enterprises Ltd

Job Description - Mid Argyll Community Pool Community Engagement Officer

Responsible to: **Mid Argyll Community Pool Manager**

Job Purpose: **To be responsible for further developing community inclusion at MACPool.**

Duration: The post will run from 1st March 2019 to 29th February 2020

Salary: £25K per annum pro rata, 3 days per week

Background

Mid Argyll Community Enterprise Ltd (MACEL) is a Company limited by Guarantee with Charitable status in Scotland. It is responsible for running the Mid Argyll Swimming Pool on behalf of the community.

Mission Statement: Mid Argyll Community Pool (MACPool) is a social enterprise enabling the community to swim and take part in sports, leisure and social activities in support of health and well-being. We deliver this through quality in our facilities, service and partnerships.

MACPool is a community owned swimming pool in Mid Argyll with an ambition to become a health and well-being Community Hub which is accessible, welcoming and open to all. We currently have over 545 local community members and run a busy swimming and health activities programme year-round. We are however aware that we are not reaching some people that would really benefit from swimming or water based exercise and socialising together, particularly those people who are isolated and disadvantaged whilst living within our community.

We are therefore embarking upon an ambitious redevelopment project which will benefit the community and enable us to engage with more people from across Mid Argyll. To do this, we are in the process of purchasing the adjoining building so that we can upgrade the changing and reception areas whilst creating a new café, softplay and activities space, so extending the dry facilities significantly.

Through this project we aim to:

- Provide accessible and welcoming health and well being activities available for all, with a focus upon inclusivity and engagement with the hardest to reach groups and individuals, led by active community development work.
- Develop sustainable, community owned and run health and wellbeing facilities that incorporate a swimming pool with modern changing and viewing area, activity and therapy spaces for health and wellbeing activities for people of all ages, an accessible café and softplay area for younger children.
- Centre MACPool in its natural role as a Hub for a range of outdoor activities, including Jog Scotland, Mid Argyll Tri Club, cycle time trials, walking groups, wild swimming and kayaking.

Reason for this Role

We recognise that a key part of achieving this vision is working hard towards full inclusivity - increasing the range of people accessing the MACPool facilities to include more disadvantaged and hard to reach groups and individuals, and women and girls in particular. We wish to do this by

employing a dedicated community development and engagement officer who will reach out to organisations and individuals, developing and building upon existing partnerships and creating bespoke programmes of activity, designed in conjunction with participants.

Primary Duties and Responsibilities: The post holder is responsible for:

- Engaging effectively with a wide range of organisations, groups and individuals, developing and maintaining partnerships
- Developing partnerships with local youth groups, schools, women's and girls' groups, support groups for carers and people with financial issues or drug and alcohol problems
- Reaching out to isolated individuals and supporting them to access swimming activities as appropriate (e.g. through stalls and talks at local events, local shops, community centres and churches and targeted taster days)
- Making links with health professionals and specialist local, regional and national organisations including those that work with people with health issues or physical disabilities including arthritis, osteoporosis, visual impairment, dementia, alzheimers, poor mental health and stress related illness and women's and girls' groups
- Planning and facilitating tailor-made programmes of activity to encourage disadvantaged communities to access swimming at MACPool, with a focus upon women and girls as appropriate
- Developing and setting up new activity sessions in conjunction with partners (e.g. health therapy days, nutritionist one to one sessions, yoga sessions, toddler play days, intergenerational swim sessions)
- Developing partnerships around transport provision and supporting grant applications to help groups cover the cost of transport to MACPool
- Supporting the MACEL Board and Manager to work towards the sustainable development of the MACPool
- Working with volunteers and other members of staff to ensure that disadvantaged groups are welcomed and supported at MACPool
- Identifying and organising any relevant training required by MACPool staff to better facilitate inclusivity
- Providing reports as required by the Manager, Board and funders
- Playing an integral part in MACPool organised initiatives and events.
- Having an input into the MACPool website, social media and other forms of communications, marketing and promotion as appropriate
- Any other tasks reasonably requested by MACPool Manager and Board

Additional information:

This position falls within the scope of the Protecting Vulnerable Groups (PVG) scheme and the successful applicant may be required to gain membership of the scheme.

The post holder must be prepared to work extended and un-social hours including some evenings, weekends and bank holidays. This flexibility is expected within the salary offered.

Access to transport and ability to travel locally is required.

Person Specification

QUALIFICATIONS

- Community Development qualification or similar, or equivalent experience.
- Appointed Persons First Aid qualification (training will be provided)

KEY SKILLS

The ability to:

- engage and communicate effectively and at an appropriate level with a wide range of stakeholders, particularly women and girls
- develop and maintain partnerships across public, private and third sector organisations
- organise and facilitate activities programmes and one off events with the aim of increasing engagement with disadvantaged people
- increase participation in engagement with swimming and social activity with particular focus on hard to reach groups, women and girls
- work openly and to a high standard with groups and individuals who experience disadvantage across a wide range of issues
- communicate with a wide audience of potential groups and individual participants, including through social media, written documents and the website
- monitor and report outputs and outcomes effectively
- liaise with funders regarding the outcomes of the post and to secure funds for additional activities as appropriate
- produce high quality written and oral communications suited to relevant audiences
- use word, excel and the internet to produce required documents and communicate effectively
- Work positively with Board members, colleagues and volunteers to deliver positive outcomes for beneficiaries and MACPool.

KNOWLEDGE

- Inclusivity and methods of engagement with disadvantaged and isolated groups
- An excellent understanding of barriers to inclusion in the Mid Argyll area
- Understanding of the links between physical and mental health and well being, and the opportunities offered by swimming activities
- Knowledge of safeguarding children and vulnerable people policies and requirements