**Job Profile Information: Senior Community Partner**

**This supplementary information for Senior Community Partner is for guidance and must be used in conjunction with the Job Capsule for Job Family: Place, Level 5 Job Zone 1; Camden Way Category** 4

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment.

**Role Purpose:**

Camden has a vibrant sector, and historically strong relationships between the Council and community and faith groups, which has been at the core of Camden 2025. The pandemic has re-emphasised the importance of having strong foundations in place for working quickly and flexibly in response to need – each according to capacity and ability. It has also presented new challenges and opportunities, and a step change in the role of the Council in working alongside the community.

This is a role created as part of the Community Partnership Team, who work to ensure the conditions are in place for working with the voluntary and community sector that deliver outcomes for our residents.

This is a leadership role in a dynamic team that drives innovative approaches to working with the voluntary and community sector. There are three Senior Community Partner roles available – working to the Head of Community Partnerships – to provide strategic capacity, and support team line management.

The purpose of the role is:

* To identify and lead on the strategic development of initiatives within the Community Partnership Team – that deliver objectives outlined in Camden 2025 and the VCS strategy including: community development, cohesion and resilient organisations.
* To manage and co-ordinate delivery of initiatives and programmes of work across the team – working with the Head of Service and other Senior Community Partners.
* To support the development of a network approach to working with and between the sector – including geographical as well as outcome based.
* To encourage innovation and partnership working between the community and with the Council.
* To find solutions which include reaching communities where there isn’t currently good representation.
* To promote the importance of the VCS in building resilient communities, both within the Council and to external partners.
* To foster strong working relationships and innovative approaches with other parts of the Council working with the sector
* To deputise for the Head of Community Partnerships

**Example outcomes or objectives that this role will deliver:**

The post holder will work flexibly across the core functions listed below to lead the successful delivery of programmes, partnerships and projects. The post holder will be expected to hold expertise in one or more of the additional ‘expertise’ objectives, and the Head of Community Partnerships will ensure development of post holders across these areas.

**Core:**

* Strategic thinking and programme development
* Community cohesion, building social capital, and volunteering
* Community development - working within our communities to develop initiatives that respond to need.
* Partnership working and relationship management.
* Using creativity and problem solving to develop interventions which improve outcomes for residents.

**Expertise:**

We welcome post holders with skills in the following areas, and seek to develop these skills across the team:

* Capacity building.
* External funding.
* Project Management.
* Financial Management.
* Understanding the VCS infrastructure and helping it to thrive.
* Social value in Commissioning and Procurement.
* Grant management.
* Critical thinking and project analysis.
* Logical framework planning and outcome management.

**People Management Responsibilities:**

The role will manage one or more of the Community Partners to deliver on programmes of work, as well as pulling on resource from elsewhere in the team and the Council to contribute to the delivery of projects. The role will therefore define priorities, set objectives, and allocate work strands for time-limited projects and manage the workload in line with priorities. The post holder will agree the allocation of resources with the Head of Community Partnerships and other Senior Community Partners, and then oversee the work of staff drawn from across the team, working with other parts of the Council and partners as necessary.

The role will be expected to embrace the ethos of a self-managed team, where resources are used flexibly to deliver agreed priority areas of work.

The role will contribute towards sharing and developing knowledge within the team within a learning culture with a growth mind set.

**Relationships:**

The post holder will be largely self-managing with personal management and development carried out within the service. Their day to day management while working on programmes and projects will be by the Head of Community Partnerships.

The post holder will be expected to develop and maintain relationships across the organisation, with elected members as appropriate, partner organisations, government departments and customers as dictated by the projects, roles and tasks they will be carrying out. The post holder will be responsible for supporting the building of an effective and coherent Community Partnership team.

**Work Environment:**

The post holder may be required to work in a variety of teams and workplaces.

**Technical Knowledge and Experience:**

* Degree level qualification or equivalent work experience.
* Experience of community development and / or developing community cohesion and resilience.
* Strong account management, project management and service planning skills.
* Experience of providing advice and recommendations to board level, senior officers and elected members.
* Political awareness and sound judgement.
* Experience in leading partnership working and managing stakeholder relationships.

**Camden Way Five Ways of Working:**

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

* Deliver for the people of Camden
* Work as one team
* Take pride in getting it right
* Find better ways
* Take personal responsibility