



Community Development Officer – East Suffolk Rural Youth Project

Hours: Part time, up to 28 hours per week

Location: Office base either Brightspace, Ipswich or The Kirkley Centre, Lowestoft with Blended working from home available

Term: 12 months fixed term from start date

Salary: £27,610.50 FTE - £20,615.84 Actual based on 28 hours per week

Start date: As soon as possible

About us

Community Action Suffolk (CAS) is the county's infrastructure organisation for the Voluntary, Community, Faith and Social Enterprise (VCFSE) sector. We exist to ensure our sector, and its volunteers are supported, safe and sustainable and that our communities are active and resilient.

Our values of collaborative, enabling, person centred, responsive and trusted are the golden thread which runs through who we are and how we operate, and we aim to make them real every day.

The East Suffolk Rural Youth Project is funded by the East Suffolk Council, and is one of many projects run by CAS. At CAS we know that young people thrive when they experience positive relationships and community connections. An impactful youth sector can raise self-esteem, build confidence and grow resilience.

The East Suffolk Rural Youth Project seeks to ensure that rural communities in East Suffolk are supported to provide effective, impactful youth provision that responds to the call of young people and embeds high-quality youth engagement are the heart of local communities. This project is currently running in four of the community partnership areas of East Suffolk: Beccles, Bungay, Halesworth and villages; Carlton Colville, Kessingland and villages; Framlingham, Wickham Market and villages; Melton, Woodbridge and Deben Peninsula.

About the role

Do you have a passion for youth work and what it can offer young people? Would you like to contribute to the growth of opportunities for young people in rural East Suffolk? This role is responsible for the community-facing work of the East Suffolk Rural Youth Project. You will be providing support tailored to each community or individual seeking to support young people locally. From village halls teams and detached youth workers to volunteers and local councillors, your job is to work collaboratively: noticing where change can happen, encouraging the voices of young people to be heard, identifying need and solutions, and ensuring that progress is safe, supported and sustainable.

www.communityactionsuffolk.org.uk



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This role comes with huge scope to shape the project and improve the offer for young people in rural East Suffolk.

We offer flexible working and plenty of opportunity to get out and about to get to know youth providers and community groups.

We are looking for:

- someone passionate about enabling communities to provide impactful support for young people
- a great communicator who can find solutions, see opportunities and inspire enthusiasm for youth engagement
- a collaborator - someone keen to work as part of a small hard-working team and equally happy to work on their own initiative

A background in a youth working role would be beneficial. Most of all though, we are looking for the passion and enthusiasm to be part of community-led change for the benefit of young people.

Frequent travel around East Suffolk is required. There will be some evening and weekend working necessary.

We are a friendly organisation, committed to promoting a diverse and inclusive culture in all that we do, and welcome applications from individuals of all backgrounds. We aim to create a workplace which is welcoming, fair, and inclusive, where people can be themselves and contribute to our vision and values.

We are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or on commencement of post.

This role requires an enhanced DBS check as a condition of employment.

What we offer

You will work within a reputable charity which offers employees benefits, including:

- Blended working where role allows
- Flexible working options to support work/life balance
- 33 days increasing to a maximum 36 (FTE) annual holiday which includes an allowance for bank holidays
- Up to 4% matched pension contribution
- 2 days pro rata volunteering days to support volunteering in Suffolk
- Staff Discounts Scheme for a range of retailers including; shopping, holidays, insurance, eating out and health and leisure activities
- Company Sick Pay Scheme
- Continued Professional Development for job related development
- Family Friendly policies and practices
- Tailored induction

If you wish to understand more about the role please contact Simon Doling, simon.doling@communityactionsuffolk.org.uk



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For more information, please visit <http://www.communityactionsuffolk.org.uk/vacancies/> for a copy of our application pack. Alternatively, please contact Louise Bradshaw on louise.bradshaw@communityactionsuffolk.org.uk

Closing date: 9.00am Friday 9th February 2024

Interviews to take place Wednesday 14th February and Thursday 15th February 2024.

Completed applications should be sent to louise.bradshaw@communityactionsuffolk.org.uk or via post to Louise Bradshaw, at Community Action Suffolk, 160 Hadleigh Road, Ipswich, IP2 0HH by the above closing date.

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