

www.colchester.gov.uk/modern-slavery.org.uk | www.togetherfree.org.uk |
<http://www.chelmsfordasp.org.uk/>

Role Description and Person Specification

Antislavery Coordinator for the Chelmsford Against Slavery Partnership Antislavery Coordinator for the Colchester Against Slavery Partnership

We are looking for an energised, self starter to join our small and experienced team. The role(s) would suit someone who is passionate about developing multi-agency partnerships and mobilising local communities to collaborate towards slavery-free communities. The role is for a fixed term of 18 months and will continue beyond subject to funding. Hours are flexible with both office and remote working. There are two roles available or it is possible to apply for both roles.

Hours: 8-10 per week per role, with flexible working pattern. Or if applying for both roles 16-20 hours/week.

Salary: £27,000- £29,000 salary scale per annum, pro rata based on 37.5 hours/week

Start: As soon as possible

Job Description

The Partnership Coordinator will work with partner organisations in order to co-deliver the following objectives:

1. Stimulate multi-agency partnership work across partner organisations, including charities, community groups, education statutory and statutory organisations through:
 - Engaging with relevant community / voluntary / faith groups to ensure they are aware of modern slavery and linked with the antislavery partnership(s).
 - Encouraging participation and collaboration within the antislavery partnership(s) from community stake-holders, including participation in established task groups
 - Stimulate and collaborate with community partners to co-develop actions
 - Help to co-ordinate quarterly meetings to stimulate and resource the partnership
 - Explore and develop how local community assets responds to local exploitation
 - Encourage and develop referral pathways of victims
2. Develop Training and Awareness Raising activities
 - Supporting and coordinating the training coordinators to deliver training
 - Delivering tailored awareness training to professional, community, voluntary, faith groups and at-risk groups
 - Develop and support awareness events in Chelmsford and/or Colchester
 - Supporting the recruitment and development of volunteers for delivering training awareness events.
 - Support identification and development of materials for raising awareness of potential victims.

3. Developing the charitable objectives through:
- Ensuring compliance with all funding requirements, including the provision of reports and statistics.
 - Writing periodic fundraising bids and reports
 - Monitoring key performance indicators and implementing corrective action as required
 - Ensure all policy obligations around health & safety, safeguarding, data protection and other matters are met
 - Other duties as assigned. This document is an outline of the role and is not exhaustive

Person Specification: Antislavery Coordinator

(R) = Required (D) = Desired

Character, personality and attitude

- A desire to see survivors of modern slavery supported and helped (R)
- Integrity and reliability (R)
- Relational, approachable and ability to work and flourish under pressure (R)
- Similar values to those of The Together Free Foundation and CASP (R)

Skills and Abilities

- Ability to community organise partners (R)
- Evidencing people-centred leadership and the ability to build excellent relationships with people of varying ages, backgrounds and cultures (R)
- Ability to network and engage partners in completing common tasks (R)
- Excellent verbal communication and ability to facilitate training workshops (R)
- Ability to monitor expenditure and keep clear written records (R)

Qualifications and Experience

- Training or undergraduate degree in community organising, development, social work or other transferable skills (R)
- Familiarity with modern slavery legislation, or ability to attain relevant knowledge within probationary period. For example, the National Referral Mechanism and other governmental procedures in place to respond to possible victims of trafficking (R)
- Computer literacy and familiarity with Microsoft Office or similar programs (R)
- Experience of working with a wide-range of organisations including third sector and statutory organisations (D)
- Experience of working with volunteers (D)

Other

- Able to work hours flexibly across split shifts, with occasional weekends and

evenings as needed (R)

- An enhanced DBS check and two references will be required for the post (R)
- Some remote working and some office working (R)
- Over 18 years of age (R)
- A driving licence (D)
- Support of wider activities of the charity, capacity dependent (D)