

# Person Specification

## Changing Futures Ethnic Minority Community Engagement Coordinator

Essential Criteria		
Experience, Skills & Abilities	Experience of community outreach and engagement in public facing roles	A/I
	Excellent written and oral communication skills, including the ability to give confident and persuasive public presentations	A/I
	Ability to adapt information to the needs of audiences	A/T
	Confident and effective in building relationships with different stakeholders, and maintaining a strong network of contacts	A/I
	Excellent planning and organisational skills, with the ability to work unsupervised, and effectively time manage complex projects	A
	Ability to organise oneself, and possibly volunteers, in order to meet delivery deadlines	A/I
	Good technical skills and use of Microsoft packages	A/I
	Experience of organising and facilitating meetings and workshops to achieve specific outcomes	A/I
	Experience developing and implementing innovative engagement methodologies which are tailored to the audience	I/T
	Experience of developing promotional material in both print and web content	A/I
Experience of working and communicating effectively with multi-disciplinary teams and within a project environment	A/I	
Understanding of co-production and the value of involving people with lived experience in shaping services	A/I	

<b>Desirable Criteria</b>		
<b>Experience, Skills &amp; Abilities</b>	Experience of community outreach and engagement with minoritised communities	A/I
	Sensitivity to the cultural requirements of different communities, especially ethnic minority communities	A/I
	Knowledge and understanding of the Severe and Multiple Disadvantage landscape	A/I
	Speaker of a community language	A/I
	Experience of dealing with challenging situations	A/I
	Knowledge of trauma informed approach	A/I
	Lived experience of racism or other disadvantage	A/I

<b>Other requirements</b>	A willingness to work evenings and weekends as required
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**Demonstrable by A = Application / I = Interview / T = Test**