Job Description

Community Connector (CRT Kent Coalfield Areas)

Job Title	Community Connector (CRT Kent Coalfield Areas)
Salary (FTE)	22.5 hours per week (0.6 FTE) £15,737 per annum based on the current Real Living Wage (£13.45 per hour)
Core Working Hours	Monday – Friday between 8.30am and 5pm
Main Work Location	Based at the Aylesham Community Trust, Ackholt Road, CT3 3AJ and working with communities across the Kent Coalfield
Reports to	CEO
Staffing Responsibilities	No
Key Customers	ACT; Kent Coalfield Communities & ACT partners
Budget Responsibility	No
Asset Responsibility	No

Job Overview:

The Community Connector will play a pivotal role in strengthening the resilience and wellbeing of Kent Coalfield communities by supporting and connecting voluntary and community organisations. This role has been created through a partnership the Aylesham Community Trust and the Coalfields Regeneration Trust. The mission of the role is to improve health and wellbeing outcomes specifically within the area of the Kent Coalfield.

Working across CRT Kent Coalfield target areas, the Community Connector will build and nurture relationships between local groups, helping them to collaborate, grow, and deliver projects with impact. A key focus will be supporting initiatives that directly address health inequalities, mental wellbeing, and the effects of the cost-of-living crisis.

The postholder will act as a bridge between community groups and ACT and CRT staff, helping to identify opportunities for funding, partnership working, and capacity building. They will also support the administration of the Kent Coalfield Community Fund and contribute to monitoring and reporting on the impact of funded projects, with a strong emphasis on health and wellbeing outcomes.

This is a community-facing role requiring excellent communication, networking, and organisational skills, and a genuine commitment to improving lives in coalfield communities.

Objectives, Main Duties and Responsibilities:

1. To support and connect voluntary and community organisations within the CRT Kent Coalfield Target Areas
2. Developing and strengthening positive relationships with and across the Kent Coalfield Communities & offering guidance and support
3. Developing links with and between existing and new groups
4. Act as the main conduit between Kent Coalfield groups and the appropriate CRT Development Manager and/or Officer where required
5. Helping groups focus on delivering outcomes that will help improve health and wellbeing and/or address any associated impacts arising from the cost-of-living crisis
6. Networking activities to strengthen the identity and interconnections between the different communities across the Kent Coalfield target areas
7. Identifying new opportunities for partnership working and grant applications
8. To support the CEO & Operations Manager to administer the Kent Coalfield Community Fund and provide insightful and timely impact reports to the CRT
9. Supporting groups with the application process, delivery and monitoring
10. Supporting the development of impact reports for the CRT as required
11. To leverage-in additional resources that support and benefit the Kent Coalfield target communities and as match-funding to applications to the KCCF
12. To identify and support applications to third party grants and funding.
13. Access and use of Grantfinder and Local Insight as required to assist Kent Coalfield Communities
14. Working with partners to secure other forms of support that develops the ability of community groups to operate effectively such as training and development opportunities
15. Achieve a minimum annual target of securing an additional £25,000 of resources to support Kent Coalfield groups and projects

Person Specification

	Requirements	Essential	Desirable
Knowledge & Qualifications	Understanding of community development and regeneration	✓	
	Awareness of challenges facing coalfield communities	✓	
	Basic knowledge of funding processes and reporting	✓	
	Familiarity with CRT programmes and priorities		✓
	Knowledge of Kent's coalfield history and geography		✓
	Use of GrantFinder and Local Insight tools		✓
Experience	Experience working with voluntary/community groups	✓	
	Partnership working and stakeholder engagement	✓	
	Supporting funding applications and monitoring	✓	
	Experience in impact reporting		✓
	Working in regeneration or coalfield contexts		✓
	Experience supporting health and wellbeing initiatives		✓
Skills	Strong communication and interpersonal skills	✓	
	Ability to build trust and motivate community groups and lead on problem solving	✓	
	Organisational and time management skills	✓	
	IT literacy (email, reporting tools, databases)	✓	
	Workshop facilitation or training delivery		✓
	Grant writing and bid development		✓
	Data analysis for impact reporting		✓

Working Arrangements

The postholder will be based primarily at Aylesham Community Trust, Aylesham Old School, Ackholt Road, Aylesham, supporting project activities delivered both on-site and within the local community. The role involves regular face-to-face contact with staff, volunteers, participants and visitors.

The postholder may occasionally be needed to attend project activities and events at partner venues in order to support other team members. Some evening and weekend working may be required to support project delivery. A flexible approach to occasional out of hours working will be essential.

The postholder will be expected to work in accordance with ACT's policies relating to safeguarding, health and safety, equality, confidentiality and data protection.

Aylesham Community Trust is committed to equality, diversity and inclusion and welcomes applications from all sections of the community.

Other

There is free on-site parking

Full Time Equivalent Holiday Entitlement is 25 days per year (or pro-rata equivalent for part-time roles) plus Bank holidays

Pension Scheme

ACT is a Real Living Wage Employer

Funding Statement:

This post is funded through the Kent Coalfield Community Fund project made possible with funding from the Coalfields Regeneration Trust (CRT).

About ACT

Who we are

Aylesham Community Trust (ACT) is your local charity at the heart of the rapidly growing village of Aylesham in Kent's historic coalfields. Since 1995, we've been here for our community, providing training opportunities, employment support, and essential community services.

As a registered charity, we reinvest all income from our facility rentals directly back into supporting local people and community groups across Aylesham and the wider Kent Coalfields area. Everything we do is about making life better for the people who live here.

In 2023, our Trustees agreed on an ambitious programme of growth and change. Working with trusted partners, our plans will help unlock new types of support and opportunities for the people of Aylesham, the surrounding areas and the wider Kent Coalfield.

Charitable Aim

For the benefit of persons in the Aylesham and rural district to provide or assist in the provision of facilities for the advancement of education and for recreation and leisure time occupation with the object of improving the conditions of life of the said persons

Vision Statement

Our Vision is that all residents of Aylesham and surrounding rural areas can reach their full potential and enjoy a good quality of life

Mission Statement

Our mission is to develop, provide and support initiatives that increase skills through training, encourage employment opportunities including self-employment, and support local community groups and activities.

Values

We are a member of Association of Camerados which is an international community and movement that encourages human connection by creating no agenda spaces. We share the same values and see our Main building as one giant Public Living Room[1].

- **We are inclusive**. We welcome and value people from all walks of life and encourage people to mix with those who are different to yourself
- **Respectful dialogue**. We embrace difference and encourage open and respectful dialogue. It's okay to disagree if we do it respectfully.
- **No fixing.** Good Camerados lie somewhere in-between being a friend and a stranger. We are not here to "fix" people but offer support by being present and sometimes alongside.
- **Empowering by helping each other**. We believe everyone has something to offer, especially if they are experiencing tough times. We love it when people offer us help by being alongside us.
- **Keeping it human.** People always come first. Even when we are sometimes being a bit rubbish or silly.

[1] https://camerados.org/