



Job Advertisement: Community Engagement Officer

Job Title: Community Engagement Officer – Entrepreneurial Empowerment Pathways Hub

Duration: Fixed Term (December 2024 – March 2025)

Working Hours: 25 hours, £15 per hour, (working days will be varied to suit the project needs).

Location: Glasgow, Scotland.

Application Deadline: 24/11/2024.

About Us

Together Reaching Higher (TRH) is dedicated to empowering diverse individuals and communities by fostering skill development, entrepreneurship, and social inclusion. Our latest initiative, the **Entrepreneurial Empowerment Pathways Hub**, aims to support ethnic minorities in overcoming barriers to entrepreneurship and building sustainable business or social enterprises.

TRH-VISION: Create successful and inclusive communities that have the opportunities to reach their full potential.

TRH-Values

- Leadership
- Diversity
- Confidence
- Financial independence

TRH-Mission

- Empower individuals, families, and marginalised groups.
- Implement innovative projects and initiatives.
- Promote well-being, education, social integration, and economic empowerment.

Role Overview

We are seeking a passionate and dedicated Community Engagement Officer to join our team. This role is essential in building and nurturing relationships with community members, stakeholders, and local organisations, working under the guidance of the Entrepreneurs Hub Manager. This role focuses on community outreach, engagement, and support to ensure that the project successfully empowers the ethnic minorities to participate in entrepreneurship. With TRH, you're not just joining a team; you are becoming part of a movement to create positive and sustainable change in Scotland.

Key Responsibilities

This role is pivotal in fostering meaningful relationships with community members, stakeholders, and local organisations, working closely under the guidance of the **Entrepreneurs Hub Manager**.

Community Outreach and Engagement

- Establish and maintain strong connections with ethnic minority communities to promote entrepreneurship and raise awareness of the Hub's resources and programs.
- Conduct targeted outreach efforts to engage isolated and hard-to-reach communities, ensuring inclusivity in participation.
- Work collaboratively with local leaders, stakeholder and activists to understand community challenges and develop culturally responsive solutions.

Participant Support and Empowerment

- Actively recruit participants through workshops, community events, and other outreach activities, fostering their involvement in entrepreneurship initiatives.
- Provide tailored support, including culturally sensitive guidance, translation services, and addressing unique community needs such as childcare and cultural orientation.
- Act as a bridge between the project and participants, especially BAME women and girls, ensuring their active engagement and meaningful participation.
- Facilitate entrepreneurship awareness campaigns, workshops, mentorship programs, and peer-to-peer collaboration to promote skill-building and knowledge-sharing.
- Assist in establishing pre-start-up business support centres and coordinating drop-in sessions.

Volunteer Coordination

- Lead the recruitment and training of community volunteers, ensuring they share cultural and lived experiences with the communities they serve.
- Work closely with volunteers to actively engage BAME community entrepreneurs, strengthening their connection to project resources and support services.

Partnership Development

- Build and maintain partnerships with local organisations, community leaders, and policymakers to enhance program delivery and advocate for inclusive entrepreneurship.
- Collaborate with external partners to share resources, insights, and best practices.

Project Support and Collaboration

- Work cohesively with the Entrepreneurs Hub Manager and other team members to achieve project objectives.
- Participate in training and development programs to enhance personal and professional capabilities.
- Identify and highlight the successes of ethnic entrepreneurs, sharing their stories through social media, events, and public platforms to inspire others and challenge stereotypes.
- Actively promote project activities and encourage widespread participation from the community.

Monitoring, Evaluation, and Reporting

- Assist in implementing effective feedback mechanisms, including surveys and focus groups, to assess project outcomes and impact.
- Track participant engagement and gather insights to inform project improvements and future initiatives.
- Contribute to data collection and reporting to ensure accountability and transparency in project delivery.

This role offers an opportunity to create meaningful, sustainable change while empowering communities and individuals to realise their entrepreneurial potential. Join **Together Reaching Higher** and be part of a transformative movement in Scotland!

PERSON SPECIFICATION

Key: E – Essential

D – Desirable

Job Title	Enterprise Engagement Manager	
	FEATURES	REQUIREMENT
Educational Qualifications and Professional Experience		
	Educated to degree level or equivalent experience in social enterprise and community engagement	E
	Experience in engaging and supporting disadvantaged populations particularly BAME communities	E
	Experience in organising and delivering trainings and workshops	D
	Experience working with external agencies, organisations, and communities	D
	Experience working in voluntary and 3 rd sectors and supporting volunteers in service delivery	D
Skills and Abilities		
	Strong communication skills to engage and work collaboratively with diverse community groups and leaders.	E
	Excellent interpersonal skills to enable effective working relationships in a fairly small community	E
	An understanding and respect for the cultural diversity within BAME communities, and the ability to engage in culturally sensitive ways	D
	Experience in community-driven social media and event promotion skills to effectively inspire and engage communities	D
	Proficiency in languages relevant to the community such as Arabic and/or Urdu and an understanding of cultural nuances	D

	Experience in promoting and celebrating role models in the context of community empowerment	D
Personal Qualities and Attributes		
	Flexibility, enthusiasm, and a passion for inclusivity, diversity, community engagement and empowering populations, particularly ethnic minorities.	E
	Ability to deal with sensitive matters in confidence, with tact, and diplomacy	E
	A problem solver with the ability to cope with limited resources, seize opportunities, think creatively and drive innovation	D
	A non-judgmental approach to people and work and the ability to interact empathetically with the project beneficiaries	D

How to Apply

To apply, please send your CV and a cover letter detailing your suitability for the role to TRH.cic@gmail.com by 24/11/2024 Please include "Community Engagement Officer Application" in the subject line.

Interviews: Shortlisted candidates will be invited for an interview on 25 & 26/11/2024.

Join us in empowering communities and creating lasting change!