

Job title: Community Network Developer

Job family: Engagement, Learning and Entertainment

Job ref: HR to advise

Job family definition

Roles within the Engagement, Learning and Entertainment job family focus upon the Eden experience, providing activities, learning programmes, encounters and events, which engage, inspire and entertain, thus enhancing individuals understanding, experience, skills and enjoyment.

Role purpose

Eden Project Communities demonstrates UK wide reach, engagement, positive action and the creation of real social capital on a mass scale. The post holder will lead the community engagement and development of participation in Eden Communities activities and programme including The Big Lunch, Community Camps and our peer to peer Network. Looking after a within a specific geographical territory or Nation within the UK, the role holder will provide support, signposting and networking opportunities for participants as they develop their own ideas.

This role is about increasing participation in all aspects of the Communities programme, especially our flagship activity The Big Lunch. The post holder will build networks for those who take part in The Big Lunch and our online and in person events, defining and developing engagement and support models that will work within the context of the territory supported. This includes raising awareness, developing activity, networks and spaces with a view to this becoming sustained more locally by those people involved.

Key accountabilities

1. Grow participation in all elements of the Eden Project Communities programme including The Big Lunch and the Month of Community. Attend and support delivery of virtual and in person Community Camps held online and at Eden. Recruit new participants to join our programme of activities who will strengthen the network and benefit from it.
2. Work with participants to lead and enable the development and sustainability of peer to peer networks that support people to engage with one another and community resources available within their specific geography. Ensure that all participants have access to peer support, content, information, organisations and a network of like-minded individuals.
3. Develop, facilitate and attend online and face to face events and activities to support community engagement and network development within a small budget with sign off from your Line Manager for expenditure. Work with colleagues, participants and partners to design and develop online and offline events and agree resource needs to meet participants needs.
4. Identify projects, organisations and partners to support the growth of The Big Lunch and the Network to increase community engagement levels. Develop partnerships to support this and provide easy signposting for participants to relevant organisations, projects, initiatives and funders that can support people at different stages of community activism and with different interests. Ensure partnerships are mutually beneficial and sustainable.
5. Support the evaluation and research of the programme by gathering case studies and other relevant information to demonstrate impact and reach to funders and to inspire and encourage others into community action. Work with participants to support them to share their story on and ensure visibility of positive action taken in communities to encourage others to join in.

Demands of the role

Education & qualifications	Educated A-level or equivalent with excellent communication and people engagement skills. Full clean driving license required for regular travel across the territory and beyond.
Knowledge & skills	A minimum of 2 years' experience in community development and organising events and experiences. Experience of working in the community sector or on developing networks essential. A strategic thinker with strong relationship building and networking skills. Experience of delivering projects and developing content materials highly desirable. Excellent communication and IT skills including confidence across social media and online delivery platforms such as Zoom, Teams etc Experience with eventbrite and Canva desirable.
Decision- making	The post will require a significant amount of lone working, and whilst connected to a team and supported by a Line Manager, the post holder will need to be able to think strategically to drive the development of and implementation of the engagement and support model in their area, factoring in local context and needs. Working to short term objectives where decisions made will impact within a few weeks and will influence the network development.
Resourcefulness	This role requires a high level of innovation, strategic thinking and creativity. Adaptive thinking is key to maximizing opportunities and ensuring delivery against outcomes. The post holder will review the most appropriate channels and platforms required to support participants and the network and develop a format that works in a local context and fits needs. Developing a peer to peer network that can become sustaining will require the trialing of different approaches and applying the learning from these in a short space of time.
People & asset management	No Line management responsibility but strong team working and relationship building skills. Responsible for localised assets and for local budget recommendations to line manager. Responsible for the safety and protection of participants involved in the programme at events run remotely.
Communication & visitor experience	Highly developed communications, tact, strength of personality and strong team working and relationship building skills are integral to this role. The post holder must be experienced in formulating, articulating and communicating to people at all levels from partners, local councils and local organisations to the considerate handling of individuals in local communities. Confident public speaker.
Operational environment	This role will require lone working and is home based. Work with communities can be outside of usual hours including weekend and evening work and UK based travel. The role forms part of a hardworking, fun and passionate team spread across the UK, with offices at the Eden Project in Cornwall. All home based roles will need the role holder to ensure they have a suitable space to work effectively in.
Additional features	Driven and ambitious, with enthusiasm and gravitas. Ability to connect and engage people and encourage participation. Full clean driving licence.