



## **Race and Community Engagement Officer**

### **Job Description**

**Job Title:** Part-Time Race and Community Engagement Officer (21 hrs)  
**Location:** Kingston upon Thames and South West London (Croydon, Wandsworth, Sutton, Merton & Richmond)  
**Employer:** Kingston Race and Equalities Council (KREC)  
**Salary:** £35000 per year (Pro Rata £21000) inclusive of NI & Pension

### **Job Summary:**

Kingston Race and Equalities Council's (KREC) is an independent Charity which works towards the elimination of racial discrimination and associated inequalities; promotes equality of opportunity and good relations between persons of different racial groups; and addresses the Human Rights and needs of all communities

KREC is working in partnership with South West London Health and Care Partners to develop an Anti-Racist approach across South West London. KREC is working on engagement with community and voluntary organisations to make sure our approach is co-designed with local people and communities, ensuring it resonates and that initiatives have meaningful impact.

One of the ways KREC plans to do this work is to identify and work with a number of community and voluntary organisations to help determine what issues communities consider should be tackled to help address Racism in SW London.

KREC is seeking to recruit a part time Race and Community Engagement Officer to work within South West London to develop an Anti-Racist approach. This is an opportunity to be in the centre of change for communities in SW London at the same time developing this new process to reduce race discrimination and inequality in health services

### **Key Responsibilities:**

#### **1. Community Engagement and Relationship Building:**

- Form strong connections with local South West London Voluntary and Community organisations to help them engage with the SW London Integrated Care Board Anti-Racism approach.
- Develop relationships and build trust with identified participating community organisations engaged in the small grants projects plan, working with them to deliver the agreed outcomes.
- Collaborate with existing Voluntary and Community sector organisations, Health Service Partners, Regional Networks, and other Institutions to address the Inequality health needs of SW London communities in a culturally competent and inclusive manner.

- Work with local and regional Black Asian and Minoritised communities in SW London to facilitate early engagement and access to the Anti-Racist approach and Small Grants programme
- Manage a grants programme and work in partnership with those organisations funded to gain valuable insight in developing our approach across South West London.

## **2. Event Organisation and Facilitation:**

- Organise community engagement health events and information sessions, which publicise the plans to make SW London an Anti-Racist area in London.
- Facilitate focus groups and workshops and promote plans to address Inequalities in health to raise awareness of the activities organised by KREC.
- Plan, coordinate and organise community engagement events to raise awareness of the Anti-Racism approach in all six boroughs of SW London.

## **3. Promotion and Advocacy:**

- Promote Anti-Racism and Inequalities in Health strategies and available services using all available channels including social media.

## **4. Collaboration and Development:**

- Use and learn from the experience of Integrated Care Board Partners and colleagues to complement wider strategies to achieve project outcomes.
- Align project efforts with identified Integrated Care Board programmes within SW London which promote Equity and Community Engagement to improve residents' health access and experiences, and advance race equalities.
- Work closely with SW London Voluntary and Community Sector Alliance and individual borough Voluntary Action organisations to facilitate access to the relevant communities and organisations

## **5. General**

- To recruit, train and supervise volunteers to assist with the work when necessary
- To represent KREC on various public and statutory bodies
- To assess and analyse complex, local regional and national issues and to communicate findings to the appropriate KREC committees
- To assist in the development of publicity material advertising the services provided by KREC
- To assist with organising cultural and social events, give talks on equal opportunities issues and support as appropriate initiatives in the statutory sector aimed at awareness raising
- To liaise where appropriate with other agencies over the needs and views of Black Asian and Minoritised residents

- To write reports for the Executive Committee on a regular basis
- To explore the use of new IT skills including the input and retrieval of data from the computerised system and to interrogate and update systems if required
- To take advantage of training opportunities in the pursuance of duties and personal development
- To assist and undertake any tasks delegated by the KREC CEO and to deputise in their absence