

A photograph of two women in a professional setting. The woman on the right, with curly hair, is smiling at the camera. The woman on the left is looking towards her. They are sitting at a table with papers and a cup. An orange banner is in the top right corner.

Together
We Thrive



COMMUNITY360

CANDIDATE PROSPECTUS

Welcome from Tracy Rudling CEO

A charity career with Community360 provides plenty of opportunities for job satisfaction and progression.

Once you join us, we want you to be the best you can be. We provide a range of training opportunities to further your development, the opportunity to gain new skills and even take on new roles if the time is right.

By joining us, I am sure you will quickly learn why we just love what we do. Working for a charity is like no other career and we look forward to you joining us on our journey.

Tracy Rudling
CEO



Community360's Board of Trustees is responsible for our governance and strategic direction. The Board is accountable for everything we do, including setting our strategic direction, scrutinising our performance and supporting and empowering our Leadership Team.

The CEO and Senior Management Team report to our Board of Trustees. They have an important role in guiding the charity and ensuring that we work in the best possible way.

The Charity's Trustees are people who share its values and have expertise in a variety of areas to support the work of our charity.

At present, the Board is made up of seven Trustees who encompass a wealth of experience across various industries including international development, management, finance and marketing.

Our Trustees

About Community360

Community360 is an independent charity established in 1968 to assist charities, voluntary and community organisations in Colchester and Braintree through any activities which provide representation, enable development, encourage liaison, nurture strategic partnerships and provide support to promote voluntary action.

Community360 exists to assist members of the public and voluntary and community organisations by providing passionate, intelligent leadership in Colchester, Essex and beyond.

Our frontline services are developed in response to local needs and not only assist established community groups but are designed to address unmet needs, with project development defined by the communities we work with to improve their outcomes and life opportunities.

These include Community Development, Community Transport, Shopmobility, Volunteering and Community Accounts. Groups receive assistance with business planning, constitutions, policies/procedures, monitoring/evaluation and fundraising.

We are also involved in many community projects and collaborations across the county which have included:

Compassionate Communities

The Community Hub, Colchester

Home From Hospital and Befriending Service, based at Colchester NHS Foundation Trust

Finding your Feet® walks and Find your Active

My Social Prescription® (MSP)

Macmillan Community Voices

Partners with One Colchester and the North East Essex Health and Wellbeing Alliance

More information on all of these projects can be found on our website www.community360.org.uk

Our Purpose

Community360 has been at the heart of our local voluntary and community sector since 1968 and all our work is driven by our purpose. Through partnership working we will foster resilient, thriving and inclusive environments so everyone can live their best lives.

Our purpose is underpinned by our core values. We want an equal society where everybody, whatever their background, can access the support they need. We are committed to connecting people with their community in a way that works for them, and to build capacity through collaboration.

The values by which we work are:

- **Leadership:** we seek to provide passionate, intelligent leadership for our communities
- **Collaboration:** we maximise our impact by building partnerships to work with communities
- **Honesty:** we maintain a reputation for integrity and trust
- **Creativity:** we are open-minded, we challenge how things are done and develop new approaches
- **Inclusiveness:** we seek to involve everyone, are friendly and caring
- **Excellence:** we value quality in everything we do

Our Values



What We Do and Where You Fit In

Community360 provides services and support to people and projects in Colchester and Braintree that aim to meet the needs of those communities to improve their lives. Our projects and areas of work are constantly evolving and changing, so we anticipate and build on opportunities to maximise the impact that we can all have to make our vision a reality.

Where Might You Fit In?

At C360, everything we do is about supporting and developing the community. We do this in many ways. By providing funding advice, an accounts service and by working in partnerships we can help other organisations to flourish and neighbourhoods to develop. Through our work at the Hub, we help individuals to get through tougher times, with practical support such as supplying winter packs, but we also provide the fun times too, with social clubs, social prescribing, volunteering and health initiatives, such as walks, weight management and fitness sessions. We also provide transport and services to those coming home from hospital, and to those who are at risk of being isolated. These are just some examples of how community development works.

Why Work For Us?

Work with us and make a difference

We are a team of 'can do' people. We believe in continuous improvement, challenging the norm and fresh ideas, we love collaborating and we have fun! If you are a positive and productive person who loves delivering outstanding service, then we want to hear from you.

What you can expect:

- 28 days holiday (pro rata for part time) including bank holidays
- Extra day off for your birthday
- Five extra days holiday (pro-rata) after five years' service
- Up to three days volunteering per year
- Development opportunities
- Relevant training and a robust induction
- Staff Buddy Scheme
- Social and Wellbeing programme
- Reward and Recognition scheme
- Employee Assistance Programme
- Nest pension scheme
- Mindful Employer
- Disability Confident
- Essex Family Friendly Charter
- Social Prescribers with an NHS email address can enjoy the benefits of a Blue Light Card which gives discounts online and on the high street at many shops and restaurants

We value diversity and work hard to support the diversity of our workforce.





The Recruitment Process

Our jobs are advertised on the Careers page of our website. To apply please click on the link for the role you are interested in. This will take you to our BreatheHR Recruitment portal where you will need to confirm some basic details and upload your CV and covering letter.

Your covering letter should describe why you are a good fit for this role, what relevant or transferable skills you can bring (refer to the Person Specification if applicable) and why we should we employ you.

For further information contact us on: 01206 505250.

If you need another way to apply please talk to us on the number above. We're keen to make your application process as accessible as possible, This won't affect your chances and even if you're not sure about meeting all of our criterias for the role, we're still keen to hear from you.

Valuing Equality, Diversity & Inclusion

Community360 is an equal opportunity employer and is committed to ensuring that all job applicants are treated equally, without discrimination because of gender, race, colour, nationality, ethnic or national origin, age, disability, sexual orientation, gender reassignment, religion or belief, marital or civil partner status or pregnancy and maternity. We therefore positively encourage applications from all suitably qualified and eligible job applicants.

We walk the talk. We have a diverse workforce and offer flexible working, full support and reasonable adjustments to anyone who requests them.



We Want You to Do Well!

We understand that coming into the voluntary sector, especially if you've never worked in it before, can seem daunting, and you might be wondering what to talk about in your application.

To get a better idea of what it's like, and to get to know the jargon a little better, we recommend looking at NCVO and NAVCA.

Don't forget to look at our website for the latest news and information about our projects.

What are you waiting for?!



COLCHESTER MAIN OFFICE: Winsley's House,
High Street, Colchester, Essex CO1 1UG
T: 01206 505250
E: information@community360.org.uk

ONE COLCHESTER COMMUNITY HUB:
4-6 Long Wyre Street, Colchester, CO1 1LH
T: 01206 505250
E: information@community360.org.uk

TIPTREE OFFICE: The Barn, Venn Farm,
Tudwick Road, Tiptree, Essex CO5 0SD
T: 01206 505250
E: information@community360.org.uk



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