



Our Life, Our Choice: Expanding Care Choices for Learning Disabled and Autistic Adults.

Our Life Our Choice is a campaign, prompted by the continuing closure of rural and Village Communities offering care for people with Learning Disabilities and Autism. The campaign is led and organised by family members of adults with learning disabilities and autism, professionals and academics in the learning disability and autism field, who are concerned about the loss of choice of this type of care provision

Job Title:	Campaign Project Officer: Our Life Our Choice (Home-Based) fixed term contract
Salary:	in the region of £25,000 (Pro Rata)
Hours:	16 hours per week (negotiable) Flexible working available
Responsible to	Rescare Trustee for management Dr C Booth Close cooperation with Rescare's Project and Public Engagement Officer
Accountability to	Chair of the Committee, Rescare and ultimately to the campaign committee
Place of work:	Although our Head Office is in Stockport, a home-based role will be acceptable. Some travel may be required to attend meetings and engage other charities, partners, and beneficiaries.
Contract Type:	Fixed term 4 months (Extension possible subject to further funding)
How to Apply:	Please complete the enclosed application form (CVs will not be accepted) All application forms will be anonymised for short listing for interview A DBS Basic Disclosure Check will be required
Closing Date:	Monday 1st August by 12noon
Interview Date:	Week Commencing 8th August

Background:

Rescare is a small, unique nationwide charity that has been supporting families who have loved ones with a learning disability, by promoting quality and choice in care, education, and health since 1984. Families are at the centre of what we do. We operate a helpline that provides advice and information as well as a befriending service for families who are seeking further connection and friendship support.

We have long campaigned for the right choice and quality of residential care

Our Life Our Choice is a new campaign, prompted by the continuing closure of Village Communities. The campaign's purpose is to achieve two outcomes

1. For the CQC, policy makers and commissioners of care to promote a spectrum of choice which includes Village Communities as an accepted care option for people with learning disabilities and autism and their families.
2. For the UK Government to change the funding mechanisms of Village Communities so that charities care providers and local authority social service departments do not have a financial incentive to force their closure.

The campaign is led and organised by family members of adults with learning disabilities and autism whose Village Communities have been or are under threat of closure.

We are seeking a Campaign Officer to support this work and expand reach and influence.

Job Purpose:

This is an exciting opportunity to support “**Our Life, Our Choice**” to make a difference nationally. The post holder will play an integral part of promoting the campaign to expand care choices for Learning Disabled and Autistic Adults, maintaining our positive reputation in the public domain using a wide range of communication and marketing techniques.

The officer will work remotely whilst connecting regular with the chair of the committee and with a dynamic committee of families and professionals on the campaign group. The campaign officer will support our strategy and project plan whilst working closely with Rescare colleagues.

Admin & Project Management

1. Arrange and attend all committee meetings (typically via zoom)
2. Circulate agendas and papers across all committee members
3. Maintain and update a key relations database
4. Maintain Action Plan and deliver key actions
5. Provide feedback reports to Action Committee and Rescare as required
6. Attend and arrange events, e.g. Campaign Launch, Parliamentary Lobby, Conference, meetings with CQC and Government Departments and Parliamentary Groups as and when necessary
7. Fundraise and manage our small budget

8. Organise volunteers and others to give active support to the campaign

Communications & Social Media

1. Update and create engaging content for the campaign's website and multiple social media and digital channels
2. Connecting and growing our networks across multiple platforms
3. Building relationships with the CEO's of Village Communities; families fighting closures and key CQC & Government officials with policy responsibilities in this area
4. Responding to queries via email, telephone, social media, and our website
5. Maximise the engagement of supporters visiting our campaigns website, improving content and ease of navigation in partnership with our IT consultant

General:

1. Adhere to all times to Rescare policies and procedures
2. Attend training and undertake development opportunities as identified by the post holder and Rescare
3. Attend meetings and events out of normal days/hours worked as required

Other duties:

To undertake any other duties appropriate to the post as agreed between the Chair, Trustees and the post holder



Person Specification

Essential

- Ability to work unsupervised and organise own workload with good time management
- Capable of independent project management, being pro-active to and make effective decisions
- Ability to foster good working relationships across a range of people and organisations with sensitivity
- Excellent communication skills and confident in digital, phone and face to face settings
- A flexible approach and an ability to use own initiative
- Good problem-solving skills
- Good IT and administrative skills with confidence in the use of Microsoft 365 office packages, Wordpress, Teams and Zoom
- Ability to create content and manage social media pages such as Twitter and Facebook

Desirable

- Experience of working within the third sector
- Knowledge of topics relating to people with learning disabilities, their families and carers, and services and legislation relating to learning disability
- A good understanding of GDPR/Data Protection regulations
- Experience of Mailchimp, Canva and/or Adobe Photoshop to support in creating content for campaign promotion
- An understanding of platforms such as Eventbrite and LinkedIn

Dated: 21/7/2022