

Community Investment Board Member – Volunteer Role Description

Description of Opportunity

A Community Investment Fund of over £1.5 million is being made available for people of Southend to make a real difference in their community and deliver the ambitions of [Southend 2050](#).

The Southend 2050 ambition is bold and challenging and will need all elements of our community to work together to make it a reality. The Community Investment Fund has been created to build community capacity to drive towards achieving the outcomes of Southend 2050.

The fund is being distributed by up to 15 volunteer members of the Community Investment Board; all local 'experts by experience'. Experts by experience are people who have experienced challenges, whether directly or indirectly. To see more about what the Board has been doing click [here](#).

Residents of Southend are well placed to understand the unique challenges and opportunities facing local people. Placing decision making for this money with people who have lived experience of living in Southend will lead to better decision making and shift power to those who know what is most useful.

What will be expected of me?

The Community Investment Board will use the outcomes in Southend 2050 and their own vision and mission to help them agree what matters, what types of service and support they would like to exist and how it could best be delivered.

The process for how to distribute the fund is completely up to the Board. The Board may choose to use different vehicles to manage how to distribute funds: tender, grants or direct awards – and this may change as the Board develops its understanding of how best to support the community.

The Community Investment Board will also look for opportunities to grow the fund. They will seek opportunities from the wider Southend community, including businesses and individuals, to bring in additional funds for the Board to distribute.

The Board will not include people who work for (staff) or run (trustees) organisations who may benefit from the fund and will not include council employees or elected members. However, the Board will have access to practical support from SAVS and the Council. In addition, a group of local voluntary and community organisations, local health and care providers, and clinical and social workers is also being set up who can offer advice and support to the Board.

An induction and full training will be available prior to the start of the Board.

How much time will I need to commit?

The Board although set up is still learning and may change how it works in line with community needs and availability of Board members. The Board meet monthly on the first Friday of the month currently with added time to read papers and prepare for meeting. There are sometimes also short meetings between the monthly ones held in the evenings / daytime. Members are able to join virtually when needed, with meetings held physically in Southend.

Travel expenses and reasonable expenses to enable you to access the meeting, such as an interpreter, easy read version of documents, will be considered.

Ideally people will commit to being a member of the Board for the lifetime of the fund (until 30th September 2024). However, we recognise that this may not be possible for some so if at any point you are no longer able to commit until 30th September 2024, we just ask that as much notice as possible is given so the Board can recruit to the vacant position.

Board Members Support and Advice

In addition to the induction and initial training, support will be provided throughout the lifetime of the Board with opportunities for regular group and one to one supervision if requested. There will also be opportunities for the Board to meet regularly and support their co-members and receive information in relation to development as needed.

Personal Attributes

All Board members must have an interest in how to make Southend the best possible place to be and be keen to see the money make a real difference to their community.

The Board are interested in your experiences – it is these experiences which make you the expert we are seeking. Personal experience is key, though it need not be direct – it may be through caring or supporting those facing challenges. We want to know what you and your neighbours and peers think. Even if you have never been part of something like this before, it is a great chance to bring about positive change for you, your family and your community as a whole.

We are particularly interested in people with experience of health and social care to be involved, for example those living with a disability, hidden and visible, unpaid family carers, survivors of serious health conditions and/or abuse or harm.

To join the Board you must;

- Be a resident in the Borough of Southend
- Be 18 years old or older
- Cannot work for (staff) or run (trustee) organisations who may benefit from this fund (but can volunteer in another capacity but must declare this)
- Not be a current Southend Council employee or elected member

Skills and interests required for this role:

- Enthusiasm and passion for Southend.
- Knowledge of your local community and challenges those communities face.
- Commitment to confidentiality.
- Commitment to work inclusively with and for people of different ages and social backgrounds.
- Good communication skills and a willingness to speak your mind in meetings and share information with others.
- Able to take in lots of information, to identify relevant facts and to follow debates.
- Able to be objective and focus on making positive change in Southend.
- A willingness to undertake training and work as part of a team working together to make decisions.
- A commitment to serve as a panel member for at least one year, ideally until September 2024 and attend meetings to give your views.

The Board is working as accessibly as possible and with this in mind will provide training to support anyone joining to access documents it produces and reviews. The Board is communicating in different ways; phone, what's app, zoom, email, in person etc. Support can be provided if you are less familiar with how to best use any of these methods of communicating.

Even if you do not have direct experience it would be great if you have an interest in fundraising, going online to find out information and social media.

How do I apply?

Complete the attached expression of interest form and send to the Board using the email address cib@savs-southend.co.uk. Alternatively, you can post the application to Community Investment Board, SAVS, 29-31 Alexandra St, Southend, SS1 1BW. If you would like to speak more about the opportunity and how to apply please get in touch with the Community Investment Fund Coordinator via email at cib@savs-southend.co.uk or by calling 01702 356008.