

Ambassador

Job Description and Person Specification

In order to ensure diversity within the organisation, whilst all candidates with the required skills will be considered, under the protected characteristics of the Equality Act 2010, preference will be given to applicants who are autistic, and who may also have (an)other protected characteristic.

Hours of work: 3-7 hours per week (flexible according to need and incorporated into ongoing work role if appropriate)

Location: Flexible

Contract: Part-time

Salary: Initially voluntary with a view to funded as the CIC progresses

Responsible to: The Directors

Purpose of the post:

To provide a high-quality service in order to:

- Raise awareness of the needs of autistic survivors of sexual violence and abuse.
- Build rapport with potential collaborators, beneficiaries, and clients to address sexual violence.
- Raise clients' awareness around a range of diverse training packages Monitor feedback.

Duties and Responsibilities

- To liaise with the Directors in order to focus on the planned beneficiaries and organisations for each quarter.

- To liaise with Directors to build a strategy to communicate with potential investors using a range of agreed formats.
- To support directors with networking.
- To attend a monthly 1 ½ hour Ambassador Collective (see attached) to discuss input, feedback and development.

General

- Maintain confidentiality at all times.
- Be willing to undertake relevant training as required.
- Work flexibly as a member of the team.
- Undertake any other duties that fall within the remit of this role.
- Notice to be given: 2 weeks.

Person Specification

Directors will endeavour to ensure that methods of assessment of applications suit the communication style(s) of each individual.

Essential / Desirable	Method of assessment
Lived experience of autism	Interview
An understanding of the need for confidentiality	Interview
Good knowledge and understanding of the nature and impact of sexual violence / abuse	Interview
Ability to attend community events to represent the organisation	Interview
Ability to present our organisation to a diversity of beneficiaries and Corporate Institutions	Interview / cv / portfolio

Ability to prioritise own workload	Interview
Commitment to our Mission	Interview
Positive attitude to exploring diverse opportunities	Examples / cv / interview
Eligible to work in the UK	Passport / visa
Enhanced DBS check	Directors will organise this

Ambassador Collective

The purpose of the Ambassador Collective is to provide input, advice, feedback, and thoughts for development based on the ideas and experiences of Ambassadors and those with the community organisation, individuals and institutions with whom they have liaised/ are liaising.

Each Ambassador will be appointed based on their unique areas of interest, skill, and knowledge, so it is anticipated that this Collective will be bring both an innovative and inspirational dynamic to the organisation.

As part of the assessment and appointment process, each Ambassador will be encouraged to discuss their 'theme' area(s) and their ideas for the development of the organisation in line with our Mission statement in relation to supporting the needs of Autistic Survivors of Sexual Violence and Abuse.

Induction training into the organisation will be provided, and directors will provide a consistent point of contact and support between meetings.

To apply contact Reach Volunteering