

Future Oswestry Community Representative

The voluntary position of Community Representative is being recruited to support the ongoing work of the Future Oswestry Group.

The Future Oswestry Group is made up of representatives from Shropshire Council, Oswestry Town Council and Oswestry Business Improvement District (BID) working together as a partnership for the town, facilitating discussion on economic priorities and often facilitating joint budgets or leveraging external funding such as the High Street Heritage Action Zone Funding via Historic England.

The Future Oswestry group has already helped to support and develop the High Street Heritage Action Zone (HSHAZ); hosted workshops to refresh the vision for Oswestry as part of the ongoing Future Oswestry Plan; and contributed to the development of the draft walking and cycling proposals for Oswestry.

The Future Oswestry Group are currently working on further bids and development of activities to support key economic objectives.

Community Representative Job Description

The term for this voluntary position is for 2 years, accountable to the Future Oswestry Group (FOG). FOG meets a minimum of 6 times a year (usually held bi-monthly). The FOG meetings are held in Oswestry town centre with the option to join online. Occasional meetings and working groups are established to support the Future Oswestry Group to consider specific projects or issues, as the need arises.

Community Representative(s) to:

- Provide advice and support to Future Oswestry Group and the community it represents, to shape the future involvement and collaboration for the enhancement of the town,
- Seek out the views of Oswestry's voluntary and community sector and represent them to the Future Oswestry Group,
- provide feedback to key interest groups and the wider sector, and
- Consider and advice Future Oswestry partners on how to secure full involvement from those groups with protected characteristics under the Equalities Act.

Community Representative Job Specification

Community Representative Requirements:

The role will involve seeking out the views of Oswestry's voluntary and community sector and represent them to the Future Oswestry Group and providing feedback to key interest groups and the wider sector.

The role will include:

- Supporting the work of the Future Oswestry Group.
- Support and advise on communicating with wider stakeholders.
- Acting as an ambassador and community representation champion to support the development of the sectors' views, communicate views to the Future Oswestry Group and provide feedback to the sector.

- Support the Future Oswestry Group to progress Future Oswestry project ideas or specific activities, and to work with Project Groups established by Future Oswestry and with other key stakeholders.

Skills and Experience

- Demonstrate knowledge of existing local community groups and stakeholders.
- Demonstrate established links to the community and/or key stakeholders.
- Offer added benefit or skills to the Future Oswestry group.

Responsibilities:

1. The Community Representative will uphold the seven principles of public life (also known as the Nolan Principles) that apply when appointed as a public office holder:
 - a. Selflessness: act solely in terms of the public interest.
 - b. Integrity: avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.
 - c. Objectivity: act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
 - d. Accountability: be accountable to the public for their decisions and actions and submit themselves to the scrutiny necessary to ensure this.
 - e. Openness: act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.
 - f. Honesty: be truthful.
 - g. Leadership: exhibit these principles in their own behaviour and treat others with respect. Actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.
2. Respect organisational, board and individual confidentiality.
3. Not disclose confidential details, or information which should reasonably be regarded as being of a confidential nature, discussed at Future Oswestry meetings without the express consent of a person or body authorised to give such consent.
4. Unless a Community Representative has been authorised by the Future Oswestry Group to speak to the media on a particular issue, Community Representatives should make it clear that any personal views are reported as such. The Community Representative is not the formal voice of the Future Oswestry Group.
5. Declare any conflict of interest, or any circumstance that might be viewed by others as a conflict of interest, as soon as it arises.
6. Not personally gain materially or financially from the role of Community Representative.

How to apply

The closing date for submitting your application form is Monday 4th March by 5.00pm and it should be emailed to Futureoswestry@shropshire.gov.uk

If you have any queries on the submission form or application process, you can contact Joe Bubb, Senior Projects Officer at Shropshire Council by email on Futureoswestry@shropshire.gov.uk or call 01743 252516.

When applying, there are a number of questions relating to the post on the application form. It is essential that you complete the application questions, responding to each using examples of your skills, knowledge and experience.

Following the review of applications received, interviews will be arranged with Future Oswestry Members later in March to assess the applicant's knowledge of and established links with existing local community groups and stakeholders and consider the applicant's skillset or experience which could offer added benefit to the work of the Future Oswestry group.

When you are ready to apply, you will need to complete the application form detailing what you can bring to the role which is outlined within the job description and how you meet the job requirements within the person specification.

If you are successful in your appointment as Community Representative, you will be asked to sign up to an Appointment Agreement which sets out the role and responsibilities. This includes declaring any conflicts of interests including personal gain and to respect organisational, board and individual confidentiality.