



Outreach Worker

Closing Date: 6PM, Friday 28th March 2025

Interview Date: TBC

Start Date: TBC

Contract: 12 months fixed term contract (potential of extending)

Hours: 15 hours per week (including occasional evening and weekends)

Salary: £12.60 per hour - £24,570 pro rata

Location: Truro, Cornwall (with travel required across Cornwall)

Inspiring Women Network is recruiting an Outreach Worker to join our team and to contribute to our shared vision and goals.

This post is only available to female applicants as permitted under the Equality Act 2010 Schedule 9 (Part 1) and we encourage applications from those who identify as Black, or woman of colour, or from any other minoritised background.

The Outreach Worker will be responsible for connecting with and supporting women, particularly those from minoritised communities, across Cornwall. The ideal candidate will provide advocacy, befriending, and support to women facing challenges such as racism and other forms of discrimination. This role requires excellent interpersonal skills, a passion for community engagement, and the ability to work effectively in diverse environments.

Applicant must be able to demonstrate:

- Experience in community outreach, social work, or a related field.
- Excellent communication and interpersonal skills.
- Strong organisational and time-management skills.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office and other relevant software.
- A demonstrable understanding of the issues facing minoritised women including barriers to participation
- Ability to travel in accordance with the requirements of the post
- Ability to motivate and engage people
- Understanding of IWN, its vision, and its mission

IWN is experiencing a time of growth and this role is essential to help increase our capacity to respond to community needs across Cornwall.

The application pack documents can be requested by sending an e-mail quoting the job title, together with your name and address.



Job Description and Person Specification

JOB TITLE:	Outreach Worker
HOURS:	15 hours per week (including occasional evening and weekends)
SALARY:	£12.60 per hour - £24,570 pro rata
CONTRACT:	12 months Fixed term (potential of extending)
LOCATION:	Truro, Cornwall (with travel required across Cornwall)
LEAVE:	5.6 weeks pro rata

Inspiring Women Network

Inspiring Women Network (IWN) is a diverse, women-centred and women-led Community Interest Company that has been working with and for women and communities in Cornwall for thirteen years.

During this time, we have built a community of like-minded people who share our vision to build a Cornwall that is just and inclusive to all women and their families regardless of ethnicity or socioeconomic background.

Our mission is to connect, inspire, and empower women to thrive and achieve their unique potential by creating a vibrant, affirming, and inclusive space for all to belong with authenticity.

IWN is experiencing a time of growth and we are looking for a dedicated and passionate Outreach Worker to join us during an exciting time for us as an organisation.

IWN's Values

Inspiring Women Network prides itself on its strong values and ethos. At IWN, we care about people, all people. We are a diverse and inclusive organisation, and we have zero tolerance for any hateful discriminatory behaviour.

In line with the nature of IWN's work and ethos, this post is only available to female applicants as permitted under the Equality Act 2010 Schedule 9 (part 1) and we encourage applications from those who identify as Black, woman of colour, or any other minoritised background.

Overall Role Aim

The Outreach Worker will be responsible for connecting with and supporting women, particularly those from minoritized communities, across Cornwall. The ideal candidate will provide advocacy, befriending, and support to women facing challenges such as racism and other forms of discrimination. This role requires excellent interpersonal skills, a passion for community engagement, and the ability to work effectively in diverse environments.

Main Duties



- Actively engage with women across Cornwall to raise awareness of IWN's services and activities.
- Build and maintain strong relationships with minoritised women and community groups who may face unique challenges, including racism and social exclusion, providing tailored support to help these women navigate systemic barriers and access the resources they need.
- Conduct outreach activities in various settings, including community centres, schools, and public events.
- Assist women in navigating social services and addressing barriers to participation.
- Offer befriending services to create a supportive network for women.
- Conduct needs assessments to identify the specific needs and challenges of women in the community.
- Support women to complete the Goal Action Plan (GAP), monitor progress, celebrate success, provide additional support where needed
- Promote IWN's programmes and services through various outreach strategies, including presentations, workshops, fayres and other information sessions.
- Distribute informational materials and resources to women in the community.
- Maintain member records in a secure manner and adhere to the Data Protection Act
- Monitor, document, and evaluate services and activities outcomes and progress.
- Work closely with the Community Development Officer and other IWN staff to coordinate outreach efforts
- Participate in team meetings and contribute to the development of outreach strategies.
- To establish and agree objectives with the project manager and provide regular updates on progress towards achieving these
- Prepare regular reports on outreach efforts and outcomes to be provided to the board

Essential:

- Experience in community outreach, social work, or a related field.
- Excellent communication and interpersonal skills.
- Strong organisational and time-management skills.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office and other relevant software.
- A demonstrable understanding of the issues facing minoritised women including barriers to participation
- Ability to travel in accordance with the requirements of the post
- Ability to motivate and engage people
- Understanding of IWN, its vision, and its mission

Preferred Qualifications:



- Bachelor's degree in Social Work, Community Development, or a related field (preferred but not essential).
- Experience working with diverse communities.
- Knowledge of local community resources and services.
- Experience in volunteer management.

Personal Qualities:

- Empathetic and compassionate.
- Highly motivated and self-directed.
- Culturally competent, sensitive and inclusive.
- Flexible and adaptable to changing environments.

Flexibility Clause

Whilst this job description attempts to cover the main duties and responsibilities of the post, it is not exhaustive. As a term of employment, the post holder is therefore expected to undertake any other reasonable duties, as required, within their capacities and the scope of the post under the direction of the Project Manager.

Application Deadline: 6PM, Friday 28th March 2025

Inspiring Women Network is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.