



Job Description

Post: Intergenerational Development Officer – England and Wales (Creating Intergenerational Communities project)

Hours: F/T - 35 per week

Salary: £26,400 plus London weighting

Overview

Apples and Honey Nightingale (AHN) is an outstanding intergenerational Early Years Setting and a registered Education and Training Centre promoting the development and integration of intergenerational work nationally and internationally. AHN's vision is to live in a world where different generations are more connected, and everyone has the opportunity to build relationships that help to create a fairer society. By intergenerational practice we mean projects, activities, or events where people of different generations who might not otherwise meet each other work together in positive and creative ways.

AHN has secured funding from the National Lottery Community Fund's Bringing People Together funding scheme for an exciting new project that aims to embed intergenerational practice across England and Wales, Scotland and Northern Ireland. From January 2023, we will work in partnership with Generations Working Together in Scotland and Linking Generations Northern Ireland, with Development Officers in each country working collaboratively to deliver training, promote new quality standards, and recognise Intergenerational Hubs in communities across the UK.

Overview of Post

This role will focus on building partnerships, delivering intergenerational training, creating, and piloting a set of new quality standards, and supporting the recognition of new Intergenerational hubs within Care Homes and other Care models across England and Wales.

Responsible to: AHN Founder and Director

Responsible for:

1. Provide support and deliver training to communities and organisations in urban areas in England and Wales to develop sustainable intergenerational activities
2. Working collaboratively to create, pilot and evaluate new resources and quality standards for intergenerational practice
3. Working collaboratively to create, pilot and evaluate a recognition process for intergenerational hubs
4. Provide administrative and logistical support to the partnership and advisory group

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Responsibilities:

1. Provide support and training for urban communities and organisations interested in pursuing intergenerational activities.

This will include activities such as:

- Building relationships with individuals, practitioners, and communities in England and Wales exploring opportunities for intergenerational engagements
- Planning and facilitating 3 - 4 local intergenerational networks across targeted areas
- Developing resources in collaboration with partners and delivering training
- Liaising with AHN education and training centre
- Identifying and supporting 10 projects in England and Wales to create intergenerational projects programmes/hubs
- Acting as a key liaison for participants involved in the programme

2. Working collaboratively to create, pilot and evaluate new resources and quality standards for intergenerational practice.

This will include activities such as:

- Working collaboratively with partners (Scotland & Northern Ireland) as well as the Advisory Group and AHN education and training centre to establish new quality standards
- Coordinating community engagement and feedback around quality standards from participants in England and Wales
- Assisting in the dissemination of these new quality standards through established networks and creating new linkages
- Supporting projects and communities to test pilot the standards
- Evaluation and monitoring of all projects testing standards

3. Working collaboratively to create, pilot and evaluate a recognition process for intergenerational hubs

This will include activities such as:

- Assisting the advisory group and partners to design and agree the application process for the recognition of Intergenerational Hubs within communities
- Promoting opportunity to communities and organisations involved in the programme and further afield in collaboration with the Marketing Officer
- Processing and reviewing applications from groups seeking to be recognised as IG Hubs and undertaking visitations where necessary

4. Provide administrative and logistical support to the partnership and advisory group

This will include activities such as:

- Contributing to the organisation and facilitation of key events, meetings & training
- Undertaking project evaluations and collating evidence
- Assisting with the writing of reports and feeding back to AHN founder, funders, and partners
- Creating case studies for use on websites, social media, and reports

Personal Profile

	Essential	Desirable
Job Related Skills		
Proven ability in project management, ideally in community settings (2-3 years)	√	
Excellent group facilitation and presenting skills	√	
Previous experience in delivering training and online workshops and events	√	
Proven ability to work collaboratively in partnership with other professionals	√	
Knowledge and experience of Intergenerational Practice and its potential impact for participants and communities		√
Good understanding of human rights approaches and a commitment to equality, diversity and inclusion		√
Skilled networker able to liaise and build effective relationships	√	
IT and Social Media	√	
Highly computer literate, preferably with strong working knowledge of Microsoft Office in particular Outlook, Word, Excel & PowerPoint	√	
Experience in using social media platforms		√
Personal Qualities		
Approachable and personable	√	
Commitment to working collaboratively across the organisation	√	
Strong attention to detail	√	
Flexibility to work irregular hours and undertake occasional overnight trips (with appropriate notice)	√	
Ability to work on your own with high degree of autonomy	√	



Terms and conditions:

Hours of work: 35 per week

Location: preferably London (hybrid options available)

Salary: £26,400 plus London waiting

Pension Contribution: 8%

Probationary period: Six months

Notice period: Two months

Expenses: Travel and overnight expenses (if required) will be re-imbursed.

Holiday hours: 37 days per annum (includes public holidays and a personal celebration day).

An additional day will be awarded after each year of service up to a maximum of five.

Applications should be sent to judith@applesandhoneynightingale.com by end of day, Wednesday, 28th December 2022.

Applications will be assessed as and when they are received. AHN reserve the right to bring the closing date and interview dates forward and recommend that you submit your application as soon as possible and not wait until the deadline.

Interviews will be held between 4th and 6th January 2023.