

**CS Local North West Opportunity Wall – Opportunity Information**

<p><b>Organisation Name and aims</b></p>	<p style="text-align: center;"><b>Civil Service Local North West Volunteer / Community Opportunity Wall Lead</b></p>
<p><b>Opportunity title / description</b></p>	<p>CS Local NW plans for 2018/19 include a range of volunteering opportunities to get involved with our local communities across the North West. Our collective volunteering effort will aim to improve the lives of some of our most vulnerable citizens whilst also helping to develop the capabilities of our people.</p> <p>We are looking for someone to lead a project, which identifies, secures and resources a wide range of volunteering opportunities across the region and connects civil servant with local communities.</p> <p>This role will evolve over a period of time but it will include:</p> <ul style="list-style-type: none"> <li>• close working with members of the CS Local NW team to understand our regional aims and priorities; and citizen groups</li> <li>• engaging with charities and voluntary organisations in the region to identify volunteering opportunities</li> <li>• developing an ongoing programme of volunteering opportunities</li> <li>• “recruiting” and leading a cross-departmental project team of civil servants to support the project in various locations across the NW</li> <li>• promoting / advertising the opportunities available through a variety of communication methods including the opportunity wall on CS Local blog / Facebook / events etc</li> <li>• securing volunteers for each opportunity</li> <li>• collating and reporting stats on a monthly basis</li> </ul>
<p><b>Location</b></p>	<p>North West</p>

<b>Date(s)/Duration</b>	This role will sit alongside your current day job and can be flexible to fit in with other work priorities – estimated average ½ day per week
<b>Key Skills Required</b>	<ul style="list-style-type: none"> <li>• excellent communication skills</li> <li>• ability to lead a small team to deliver results</li> <li>• good organisational skills</li> <li>• stakeholder engagement</li> </ul>
<b>What's in it for you?</b>	<ul style="list-style-type: none"> <li>• Opportunity to make a real impact for some of our most vulnerable citizens</li> <li>• Acquire new skills</li> <li>• Build and develop existing skills, experience and knowledge</li> <li>• Opportunity to work with colleagues from different departments / networking</li> </ul>
<b>Interested?</b>	<p>For further information and to register your interest in this opportunity, please firstly discuss this opportunity with your line manager before sending an email to <a href="mailto:jo.nunnerley@cabinetoffice.gov.uk">jo.nunnerley@cabinetoffice.gov.uk</a> with:</p> <ul style="list-style-type: none"> <li>- the opportunity title in the subject field of the email</li> <li>- a brief overview of what skills and experience you can offer for the role.</li> </ul>