



## Youth engagement project coordinator

<b>Employer:</b>	Community Rail Network
<b>Salary:</b>	£30,000 pro rata p/a
<b>Days:</b>	Part-time, 3 days (22.2hrs) p/w
<b>Contract type:</b>	Fixed term, until 31 May 2023
<b>Location:</b>	Home based

We are seeking a dynamic, experienced project manager to coordinate a ground-breaking initiative engaging and empowering young people with rail and sustainable travel to tackle exclusion and loneliness. Working with a group of our members and partners you will coordinate and support the delivery of three evidence-led pilots within communities in three different areas, helping to ensure they are participatory, effective and well-evaluated, and sharing their learnings widely across our network and beyond.

### About us

The Community Rail Network is a not-for-profit organisation supporting a growing 'community rail' movement, which helps communities get the most from their railways, promotes sustainable and inclusive travel, supports local development, and brings people together.

Community rail is made up of 75 community-based partnerships, plus more than 1,200 station friends volunteer groups and enterprises, striving to put railways and stations at the heart of communities across Britain. Activities range from station arts and gardening projects, to advising train operators on local needs, to enabling groups facing disadvantage to access new opportunities by rail, to promoting sustainable tourism. Increasingly, work is taking place across our network to promote wellbeing and mental health, forge social connections, celebrate diversity, and increase access to opportunity.

Our enthusiastic team of 19 is based in a range of locations around the UK, with an office in Huddersfield. We work together to support and advise our members, provide training, events and resources, and champion community rail and its unique insights. We believe in developing our staff and helping every team member reach their potential.

### About this role

This new role will enable us to coordinate a pioneering project bringing together multiple partners to engage young people with community rail, increasing access to independent, sustainable mobility, to reduce risk of social isolation and loneliness. Thanks to funding from the Department for Transport's [Tackling Loneliness with Transport Fund](#), we will work closely with research partner the [University of the West of England](#), and community rail partnerships and other youth and

community partners to coordinate three pilot schemes in Bristol and Gloucester, Blackburn with Darwen, and Newcastle and County Durham.

The initiative will develop and test a framework for community-based youth engagement that bolsters transport skills and confidence among 15-to-24-year-olds, widening access to opportunity, and promoting health, wellbeing, cohesion, and sustainable mobility. It will build on the growing work of the community rail movement, and seek to share lessons on youth engagement with transport, and tackling loneliness, across our network and wider youth and education sectors.

Your role will be crucial in ensuring the success of this important endeavour. You will:

- ensure excellent coordination and communication between project partners and high-quality coherent delivery of the pilots and project as a whole in line with project timeframes and expectations, including via steering group meetings and one-to-one support for individual partners;
- support the pilot leads to take a participatory, empowering approach to engaging young people, ensuring the young people can shape their experiences and make their voices heard;
- liaise with our academic partner to draw on their input and ensure an evidence-led approach is taken throughout, helping the community rail partnerships and other community partners to put evidence into practice;
- engage with programme evaluators, our academic partner and the pilot leads to coordinate and support good evaluation, ensuring robust data collection in line with requirements, and ensuring the evaluation is itself empowering for the young people;
- use the pilots' lessons and experiences to produce guidance and tools for replication and wider delivery across community rail and the youth and education sectors, and work with our wider team to ensure good dissemination;
- work with Community Rail Network colleagues and members, and youth and transport partners to raise wider awareness about the project and its findings and secure a lasting legacy for the project.

[Read more about the project.](#)

**Our pilots will take place in Bristol & Gloucester, Blackburn with Darwen, and Newcastle & County Durham. Most liaison will be remote/online, but visits to these areas will be needed from time to time through the project so while this role is home-based, access to good rail links is essential and a relatively central location helpful.**

### **Skills and competencies**

1. A proven track record in project management, including coordinating between multiple delivery partners and ensuring project/funding requirements are met, and supporting/overseeing effective monitoring and evaluation;
2. Demonstrable experience in supporting community engagement projects, ideally related to inclusion and mobility, including working with young people or families;
3. A good understanding of and confidence using community engagement, local communications, project planning and evaluation techniques;
4. The ability to collaborate and communicate with community groups and other local partners, draw on their views and expertise, and support them to build capacity and confidence;
5. Excellent interpersonal skills and the ability to work confidently with stakeholders at all levels and facilitate positive discussion; articulate and assertive, and a great team player;
6. A proven ability to bring partners and groups together, develop and maintain mutually-beneficial partnerships, deliver joint activities, and form professional networks;
7. Good writing and analysis skills, with the ability to draw on quantitative and qualitative evidence, produce case studies and reports;

8. Awareness of sustainable transport and social inclusion issues, and ideally wellbeing and loneliness specifically, and an appreciation of the importance of rail, sustainable travel and mobility to communities and young people;
9. A demonstrable ability to manage time effectively and juggle a range of activities in an organised, professional, productive manner, including planning and scheduling, coordinating with colleagues and partners, and bringing projects to fruition;
10. Proactive, positive and self-motivated, able to work on own initiative and inspire and enthuse others, and overcome hurdles to achieve results;
11. IT literate with a good working knowledge of Microsoft Office, the internet and social media.

### **To apply**

Email [jobs@communityrail.org.uk](mailto:jobs@communityrail.org.uk) by **23:59 on 12 June 2022** with two attachments: your CV and a covering letter of up to two sides of A4 summarising why you are the ideal person for this job and your relevant skills and competencies. Please include a daytime phone number.

First interviews take place on **Tuesday 21 June** on Zoom or Teams. Candidates shortlisted for interview will be contacted by phone. Due to our limited resources, we are unable to provide feedback to candidates who are not shortlisted.

### **Other information**

The post is home-based, but with some travel (linked to the project's pilot areas) and occasionally to our office in Huddersfield and events elsewhere. We therefore encourage applications from those in a central location with access to good rail links.

This is a part-time position, 3 days (22.2hrs) per week. We are flexible which days these would be and use a flexi-time/TOIL system (with core hours usually 10am-3pm). We are committed to being a flexible, supportive and understanding employer. This is a fixed term position, ending on 31 May 2023, with a standard probationary period of three months.

Community Rail Network is an equal opportunities employer.