

Influencing & Engagement Officer

Role Description

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| Division: | Community Services |
| Department: | About Dementia |
| Location: | Blend of office (Edinburgh-based), community and home working (Scotland based) |
| | We know that the traditional 'nine to five' in the office does not suit everyone, and we also love spending time with our colleagues creating some of our best work and ideas. We also recognise that community engagement is a key focus of this role. A flexible approach will be adopted between the blend of locations outlined above, in line with the needs of the project. |
| Geographical focus: | Scotland-wide |
| Contractual status: | Fixed term – 3 years |
| Hours: | 35 hours per week |
| Line Manager: | Head of Dementia |
| Direct Reports: | None |
| Salary: | £29,988 – £32,523.50 pa (depending on experience) |

Job Purpose

This is an exciting and varied role which works to enable people living with dementia and care partners to shape policy and practice in Scotland ensuring their voices are at the heart of our work. Supporting Age Scotland's Dementia team to build and maintain relationships with people living with dementia through regular meeting groups and informal sessions, this will involve in person meets as well as online.

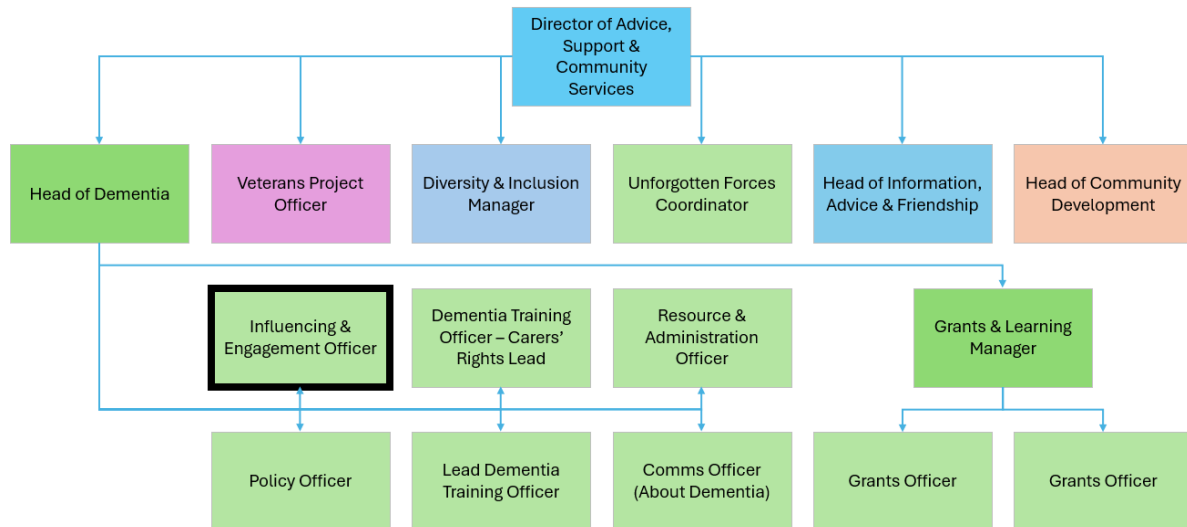
This role will contribute to identifying and developing opportunities for bringing about lasting change through parliamentary processes, campaigning, and influencing activities, working in co-production with people with lived experience of dementia to achieve this.

Working as part of the Consolidate Project, led by Heriot-Watt and delivered using a co-production approach across sectors, including academic, third sector and technological, this role will have a particular focus on co-designing opportunities for needs led solutions, that optimise living independently with Dementia using accessible technology.

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Technology solutions need to be accessible to all which is why there will be a focus on ensuring the Consolidate network will reach ethnic, socioeconomically disadvantaged and geographically remote communities.

Organisational Chart



What you'll do

- Build a sustainable network of people with lived experience to engage with Consolidate ensuring that accessible technology solutions are co-produced from the outset.
- Work in partnership with the Consolidate team and specifically the PPIE Specialist and Network Manager based at Heriot-Watt.
- Work with a diverse range of stakeholders, such as, people with lived experience, researchers, health and social care partners and other third sector organisations to ensure technologies are theory driven, person-led, inclusive and safe.
- Provide ongoing growth and facilitation of our two human rights groups. Focus on diversifying our membership of these groups to ensure equality in our policy responses.
- In person facilitation of policy focused meetings and events in support of Age Scotland Dementia's influencing agenda.
- Collate lived experiences and other data collected at meetings and events and work to help evidence informative and persuasive policy and influencing documents.
- Support Age Scotland's policy team to identify opportunities to influence policy and practice.
- Establish effective working relationships with key stakeholders and internal colleagues.
- Work with Age Scotland's Dementia team to evidence and document impact through our internal evaluation process and external funding reports

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- Work with the team to ensure that our work delivers on the objectives outlined by our funders.

What you'll bring

Knowledge & Experience:

Essential

- Experience of partnership building and managing relationships with a broad range of stakeholders.
- Experience of working in co-production with communities of interest or geography.
- Experience of or an interest in current technologies used within the Dementia space.
- Understanding and knowledge of current social and political issues impacting people affected by dementia.

Desirable

- Experience of working in co-production with people living with dementia and unpaid carers.
- Experience of supporting people to turn grassroots lived experience into meaningful change.
- Community development experience
- Experience of working with older people.
- Knowledge of government and parliamentary processes and how to influence these.
- Understanding of accessible and inclusive communications.

Skills & Qualities:

Essential:

- Commitment to empowering people to bring about change based on their lived experience.
- Excellent interpersonal skills.
- Excellent verbal and written communications skills.
- Networking and influencing skills.
- Ability to work in new, innovative and developing areas of work.
- Ability to work with team colleagues and partner agencies in a manner consistent with the values of the organisation and the highest levels of empathy with the mission of the Charity.
- Flexible, adaptable and willingness to engage in self-development.
- Applicant must work to timelines for external funder reporting and evaluating.
- Applicant must work to timelines for internal evaluations.

Desirable:

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- Analytical and research skills.
- Commitment to human rights and the advancement of human-rights based policy making.

Qualifications:

Essential:

- Educated to degree level or equivalent work experience.

Additional requirements

- The role will require occasional travel in Scotland and the wider-UK, involving possible overnight stays.
- Commitment to the aims and vision of Age Scotland and an ability to demonstrate those values (Empowering, Inspiring, Inclusive and Integrity) in your work.
- An understanding of and commitment to equal opportunities.
- Commitment to work alongside and support volunteers.
- Willingness to work from the Edinburgh office when required (NB, travel costs from home to the office will not be reimbursed by Age Scotland).
- Employees are expected to have a suitable home working space with a good broadband connection for occasional home working.
- Employees enrolled in Multi-Factor Authentication (MFA or 2FA) will be expected to install and maintain an app on either their personal or work mobile device.
- Employees are expected to undertake any and all other reasonable and related tasks allocated by line management.