

## **Job description: One Kilburn Activators**

**Type of Contract:** Fixed-term, part-time position

**Pay:** £15 per hour

**Commitment:** 14 hours per week, for 3 months. Training will take place the week commencing 17th April 2023.

**Training:** Activators will reflect on their current skills and training will be co-created with Activator's personal aims and skill gaps.

### **Background to the role**

The London Boroughs of Camden and Brent and organisations including [South Hampstead & Kilburn \(SHAK\)](#) are working together with local people in the Kilburn area to focus on the things that matter to them, and how we can make Kilburn even better.

We have made some progress! We are organising regular opportunities for local residents to come together and discuss their experiences of Kilburn; what they love about the neighbourhood and how they'd like to improve it. We have also created an online platform, [One Kilburn](#), where people can connect and find out about existing local projects that they can take part in and help deliver. People can also share their own ideas for projects and improvements in the local area and access funding to make them happen.

This aims to build on the amazing work that local organisations do, and to support people and groups to develop and deliver impactful projects. This could include projects that bring new uses to vacant buildings or that deliver new activities that meet the needs of the local community and respond to important issues like the cost-of-living crisis, the climate emergency and inequality.

In the coming months, we want to continue to:

- a) Develop a strong and diverse network of residents that reflects the community in Kilburn
- b) Build an understanding of the issues and opportunities in Kilburn from the grassroots up
- c) Work collectively to enable projects and coordinate action.

This is where One Kilburn Activators can have a real impact in their local community!

### **The role**

SHAK is leading the recruitment of three One Kilburn Activators who know, or have the enthusiasm to get to know, people in Kilburn whose voices are or have been less well-heard. This could include people with lived experience of the neighbourhood, and perhaps challenges such as the cost-of-living crisis and inequality. People who may have brilliant ideas or a desire to make a difference in Kilburn through a project, or simply want to share their views in a way that works for them.

We understand not everyone has enough time, or opportunity to influence and shape their neighbourhood. The role of the One Kilburn Activators is to ensure those voices are at the centre of current and future projects, plus play an important role in future decision making.

One Kilburn Activators will be employed for 14 hours per week for 3 months, with the potential for this to be extended. The role will be part time and flexible - we want this role to be accessible to

parents, people who have caring responsibilities, people that have existing work or those that are studying. We will be flexible on when the hours are worked but would welcome some evening and weekend working.

The aim is to recruit a small group of people who have a wide range of experience of living and/or working in Kilburn and a variety of connections to the local area. People with lived experiences of inequalities in Kilburn, who represent Kilburn's diverse communities and people with local knowledge of Kilburn, services, gaps and needs that exist for others.

One Kilburn Activator will be employed by SHAK, a resident-led charity which connects and empowers adults and young people in the area and ensures that they are able to access opportunities to learn new skills for life and work and participate in activities to enhance their health and wellbeing. They will also work closely with the Camden Councils Participation team, who will offer support and guidance throughout the placement. One Kilburn Activator will also be supported by the Kilburn Job Hub, a service that provides advice and support to help residents develop their skills and find good quality work.

### **Example objectives that this role may deliver in Kilburn:**

- Build a network, relationships, and partnerships with a diverse range of people that are representative of the communities in Kilburn.
- Help to build a greater understanding of the issues and opportunities that are important to people in Kilburn.
- Form new relationships with local residents (and businesses).
- Attend community events/meetings, for example setting up a stall in the library or local theatre, or just talking to people while walking and visiting places
- Invite & support people to use the One Kilburn website and, where needed, supporting them to share their ideas
- Help people to develop their project ideas by finding others to form a community around a project and working through the project idea.
- Inform others of project updates and invite others to get involved in a way that suits them.
- Introduce people and groups running or hoping to start new community initiatives to sources of funding and support available in Camden and Brent i.e., the We Make Camden Kit or Love Where you Live Grants
- Inform people of upcoming events and other ways to connect and work together

### **Relationships:**

- You will work closely with a friendly colleague from SHAK and have regular conversations with supportive people from Camden Council
- You will also develop new and existing connections with residents in and around Kilburn.
- Organisations and charities that have formed One Kilburn so far. Find them all listed [here](#).

### **Work Environment:**

- You would primarily be out and about in Kilburn; attending events, running workshops, being present in the community.
- You would also have the opportunity to spend time in SHAK's offices in the Alexandra and Ainsworth Estate and other local organisations based in Kilburn.

## Key skills & knowledge:

We are keen to hear from those that have experienced inequality in Kilburn and are excited to play an active role in their community.

- Lived experience of being a resident Kilburn, understanding the challenges local people face but also seeing the potential in the future by working together.
- Good listening skills and empathy for other people's experiences and opinions.
- Be able to develop new and existing relationships with a diverse range of people that live or work in Kilburn.
- Have not had the opportunity to play a leadership role in a local organisation.
- Support people to have conversations, including within groups and individually to ensure their voices are part of the conversation.
- Some experience of using technology i.e., laptops, iPads or Microsoft office.
- Those successful will also have the chance to reflect on their own skills and experience and be supported to develop a training program to broaden their skills and knowledge.

## Apply

If you are excited by this opportunity and feel you have the passion and energy to drive One Kilburn forward, there are plenty of ways to apply;

- Email your CV and cover letter (maximum 2 pages) to John Litchfield at [jlitchfield@shakonline.co.uk](mailto:jlitchfield@shakonline.co.uk)
- Or send a video of you talking through your application, no longer than 5 minutes, to John on [jlitchfield@shakonline.co.uk](mailto:jlitchfield@shakonline.co.uk) or via message on 07462600450.

We want to make this opportunity as inclusive and open as possible. Support is available to anyone who needs access to a computer or help to apply, whether creating a CV or recording a video. If you need any support, reasonable adjustments made or would like to speak more about the role, please contact John Litchfield on [jlitchfield@shakonline.co.uk](mailto:jlitchfield@shakonline.co.uk) or call 07462600450.

When submitting a cover letter or video, you may include some of the following:

- What interests you about being a One Kilburn Activator
- What skills and qualities you would bring to the local community?
- How might this role help you achieve your goals now and in the future?
- What is your lived experience of being a resident in Kilburn and how would you use this to support others?
- What is your vision for Kilburn?

Applications close at 23:59 on Sunday 12<sup>th</sup> March 2023 and interviews will be held the week of 13<sup>th</sup> March 2023.