



Nova VCSE Advocate Vacancy

Role Description For:

The Combatting Drugs Partnership

The Combatting Drugs Partnership exists to combat illegal drugs and reduce the harm caused by drugs and alcohol across Wakefield District. The partnership provides strategic leadership and is responsible for overseeing and delivering a joint strategic approach which aligns with the priorities of the National Combating Drugs Outcome Framework:

- Breaking drug supply chains
- Delivering a world-class treatment and recovery system
- Achieving a shift in the demand for drugs

In partnership and facilitated by Nova, the Combatting Drugs Partnership is recruiting a Voluntary, Community and Social Enterprise (VCSE) Sector Advocate.

Overview of the role

The VCSE Sector Advocate will attend board meetings and champion the sector. They will provide knowledge and insight about the needs of VCSE groups and the diverse communities they serve, sharing information from and to the sector. The role is not to lobby for an individual organisation or viewpoint but to advocate for the collective sector, promoting collaborative working.

The Advocate will have responsibility for reducing drug and alcohol-related harm as an essential part of their role with strong knowledge of their population and how drugs and alcohol are causing harm locally. The Advocate will support the Partnership in their role of developing, co-ordinating and monitoring a local delivery plan which responds to local needs and evidence.

The Combatting Drugs Partnership meet every 6 weeks, and we ask that interested applicants commit themselves to these meetings.

If you would like to see the Terms of Reference for the Combatting Drugs Partnership, please request using the contact details below.

Who we are looking for

You will be a leader from the VCSE sector with an excellent understanding of the Wakefield District VCSE sector and ability to effectively communicate critical issues and influence decision making and policy. Please note that you do not have to be a CEO to apply for this role: you may be a volunteer, board member, or work in front-line service delivery. We encourage a range of VCSE leaders with different leadership experience to apply.

Duties and Responsibilities

- Advocate for and where possible, represent the VCSE sector during the Combatting Drugs Partnership, drawing upon knowledge of the broader sector beyond your own organisation
- Provide key insight about VCSE organisations providing drugs and alcohol related services and how their work relates to the regional picture and strategic priorities, including work in prevention, intervention, and recovery
- Contribute to developing actions and provide reporting against agreed actions
- Commit to using lived experience and the voices of communities to improve systems and services
- Commit to attend all relevant board meetings or give sufficient notice if you are unable to attend
- Commit to Board meeting preparation time, including reading relevant papers and preparing presentations where required
- Maintain regular contact with Nova for ongoing support and feedback
- Communicate information and insight from board meetings back into the sector and to peers. This may include providing short vlog updates about meetings
- Attend VCSE Voices meetings and offer peer support and development to other VCSE Advocates

Skills and Experience

- Strong understanding and working knowledge of the Wakefield District VCSE sector
- Strong working knowledge of communities and how drugs and alcohol are causing harm locally
- Experience working with cross-sector partner to prevent drug and alcohol related harm
- Experience working with and supporting people directly affected by the effects of illegal drugs and alcohol
- Ability to advocate for the sector, champion success and recommend support needed
- Experience of developing and influencing policy
- Effective communication and active listening skills, with experience of public speaking
- Ability to think strategically and solve problems
- Ability to work collaboratively to develop and achieve successful outcomes

Additional Information

A range of support is available for Advocates – when and if needed – to enable successful participation in board meetings and decision making processes. Support will consist of a full induction to the role with tailored training, secretariat support, briefing and peer support.

A cohort of VCSE Advocates attend 20 boards, and together they form a wider VCSE Voices Network. The Network meets regularly for peer support, discussion and to develop the role of Advocates, providing a central hub of VCSE knowledge and expertise.

Nova value the expertise and time commitment needed to fulfil the role of VCSE Advocate. As such, Advocates will be paid backfill: the successful applicant will be paid at a rate of £24.89 per hour, which will apply to both preparation time and meeting time. Hourly payment is inclusive of incurred travel expenses. However, for advocates with disabilities, additional expenses will be paid.

How to apply

You can apply by sending a short-written statement or a video explaining your experience and relevant skills, and why you would like to get involved to vcsevoices@nova-wd.org.uk

We want as many people to be involved as possible. If you are considering the opportunity but would like a more detailed discussion about the role, the support available and commitment, or if you need support with your application, please contact VCSEVoices@nova-wd.org.uk

Applications will be reviewed by current VCSE Advocates, and there will be informal interview process with a view to the successful Advocate assuming their role in as soon as possible.