

The rep role description

The rep role is closely linked to the assignment for each area. Given the resident-led nature of the programme, the emphasis of the role is on building the skills and confidence of residents to deliver Big Local themselves, and also to act as Local Trust's representative in that area as the 'eyes, ears and voice' of the organisation.

We expect each rep to:

- provide face to face support, mentoring, facilitation, inspiration and challenge to Big Local partnerships to ensure Big Local is as good as it can be in each area
- support the partnership, workers, and locally trusted organisation work together co-operatively and deal with any issues that might arise positively and constructively
- Offer ideas and partnerships to engage effectively with their community and more widely
- Work with their areas to ensure that their partnership reflects and benefits from the diversity of background and experience present in their community
- ensure compliance from the partnership with key programme requirements, for example around engagement and partnership make-up
- develop and maintain relationships with the people involved locally in Big Local, and support them work with relevant stakeholders
- maintain the flow of information to Local Trust (spend, progress and potential risks)
- deliver messages to partnerships around new opportunities and programme priorities
- report back to Local Trust on emerging learning, risks or insight
- assess the needs of the partnership, supporting them with their development
- assess the deliverability of the Big Local plans, identifying areas of risk and opportunity that the partnership might need support with
- assist the partnership and LTO with planning, reviewing plans and self-evaluation including measuring change
- provide support, peer support and a team dynamic between reps
- support Local Trust and/or accountants to carry out financial checks and due diligence on locally trusted organisations
- introduce new ideas and imagination to the delivery of Big Local
- Connect and network partnerships and encourage peer learning
- work with Local Trust on programme developments
- any other tasks that Local Trust and the rep agree as necessary within the rep role