

Job Description

Job Title: VCSE Alliance Coordinator

Hours: 3 days per week

Salary: £22,000 per annum

Contract: Fixed term (aligned to 2026–27 funding period, subject to continuation funding)

Reporting to: Community Power CEO. Works closely with Independent Chair

Location: Home based with travel around Worcestershire

Expressions of interest must be sent to info@communitypower.org.uk by 5pm Friday 27th March. Include a full CV and an expression of interest letter outlining why you would like to be considered for the role and your experience and skills suitable to this job description and person specification.

Job Purpose

To provide management & delivery coordination for the Worcestershire Alliance, strengthening the visibility, influence and capacity of the VCSE sector across health, care & wellbeing public service systems.

The postholder will lead system engagement with NHS and Local Authority partners, support embedding VCSE within neighbourhood health models, improve communication and sector connectivity, and facilitate meaningful VCSE engagement across the county.

This role is central to delivering the Alliance aim:

To promote a strong and visible VCSE sector working collaboratively to deliver excellent services aligned to need.

Key Responsibilities

1. System Leadership

- In conjunction with the CEO and independent chair engagement with NHS providers, Integrated Care Board (ICB), Local Authority and system partners.
- Support systematic embedding of VCSE within Neighbourhood Health models.
- Ensure effective Alliance VCSE input into Local Government Reforms (LGR) and the ICB operating model.
- Represent and advocate for the VCSE sector in key system forums where appropriate.
- Support VCSE leaders representing the sector across strategic boards, ensuring shared learning and sector feedback loops.

2. Alliance Governance & Delivery

- Work with the Community Power CEO & Alliance Independent Chair to support a focused, effective Alliance Board.
- Contribute to quarterly board meetings and the annual VCSE forum.
- Ensure delivery of agreed priorities for 2026–27 as outlined in the Alliance delivery plan.
- Strengthen accountability, clarity of purpose and leadership across the Alliance.

3. VCSE Sector Engagement & Development

- Facilitate the delivery of:
 - 13 locality-based VCSE engagement events (in partnership with Local Infrastructure Organisations).
 - Monthly “Lunch & Learn” sessions.
 - Annual face-to-face VCSE forum.
 - Quarterly VCSE CEO peer networking.
- Facilitate sector conversations that amplify VCSE voice and promote best practice.
- Work to an aligned work programme with the Worcestershire County Council VCSE Strategic Lead and strengthening communities team.
- Support any sub-groups and working groups (e.g. neighbourhood health, Worcestershire Infrastructure Network (WIN), ICS Faculty) to become more focused and sustainable.
- Progress education, training and development initiatives through collaboration with WIN and the Integrated Care System VCSE Faculty.

4. Communications & Sector Visibility

- Improve communication to and between VCSE partners.
- Contribute to monthly newsletters and digital engagement.
- Ensure Alliance messaging clearly articulates purpose, impact and sector value.
- Strengthen communication with public sector partners to demonstrate VCSE impact and contribution.

5. Partnership & Relationship Management

- Build strong alliance working relationships across:
 - VCSE organisations (large and small)
 - Health and care partners
 - Local Authority leadership, working closely with WCC VCSE strategic Lead

- Infrastructure bodies
- Act as a connector between strategy and frontline delivery.
- Support collaborative working and reduce duplication across the sector.

6. Monitoring & Impact

- Track progress against Alliance priorities.
 - Gather sector intelligence and feedback to inform system discussions.
 - Provide concise reports to the Board and funders as required.
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Person Specification

Post: VCSE Alliance Coordinator

Organisation: Community Power – Worcestershire VCSE Alliance

The successful candidate must be able to operate with focus, influence and credibility.

1. Experience

Essential

- Significant experience working within the Voluntary, Community and Social Enterprise (VCSE) sector and/or health and care systems.
- Experience operating at a strategic or system partnership level, working with senior stakeholders.
- Demonstrable experience influencing and engaging senior leaders within organisations such as NHS bodies, Integrated Care Boards, Local Authorities or system partnerships.
- Experience facilitating collaboration across multiple organisations or sectors.
- Experience planning and delivering engagement events, forums or sector-wide initiatives.
- Experience supporting or contributing to multi-agency governance structures, boards or partnerships.

Desirable

- Experience working within or alongside an Integrated Care System or Integrated Care Board.
- Experience supporting leadership networks, alliances or peer forums.
- Experience contributing to workforce development, training initiatives or sector capacity building.

2. Knowledge

Essential

- Strong understanding of the role and contribution of the VCSE sector within health, care and wellbeing systems.
- Knowledge of Integrated Care Systems, neighbourhood health models and partnership governance.
- Understanding of population health approaches and community-led solutions.
- Awareness of the challenges facing the VCSE sector, including funding pressures, workforce capacity and sustainability.
- Knowledge of the Worcestershire VCSE landscape and key organisations.

Desirable

- Awareness of Local Government Reform and evolving public service structures.

3. Skills and Competencies

Essential

- Ability to translate strategic vision into practical action and delivery.
- Excellent relationship building and stakeholder management skills.
- Strong facilitation, engagement and convening skills, able to bring diverse organisations together productively.
- Confident communicator able to influence and engage senior partners.
- Excellent written communication skills, including reports, briefings and partnership communications.
- Ability to work independently and manage competing priorities within limited hours.
- Strong organisational and time management skills.
- Ability to gather, interpret and communicate sector intelligence and insights.
- Political awareness and sound judgement when working in complex partnership environments.

4. Personal Attributes

Essential

- Collaborative and inclusive leadership style.
- High integrity and commitment to the values of the VCSE sector.
- Resilient, proactive and solutions-focused.

- Comfortable operating in complex and changing systems.
- Passionate about strengthening the voice and impact of the VCSE sector.

5. Other Requirements

Essential

- Ability to work independently in a home-based role.
- Willingness to travel across Worcestershire to attend meetings and events.