



Changemaker Support (Our Future Focus)

Grade 2: £26,900 - £31,140 per annum, 6 month fixed-term

Full time role – 5 days per week or equivalent.

For immediate start (late April) Secondments

This is us:

Changing culture in the public sector, improving the social, economic, environmental and cultural well-being of Wales and protecting the interests of Future Generations, all fall within the remit of the Well-being of Future Generations Act. The Future Generations Commissioner and his team are tasked with helping to make this happen.

The Commissioner, the Changemakers and wider team provide advice and support to public bodies as well as constructive challenge. We are seeking people who are passionate, people centered and able to bring the Act to life to secure the change needed from the willing and the not so willing.

With a [new Commissioner](#) recently in post, we are embarking on a new phase of work and will be involving stakeholders from across Wales to determine what this will be. Your main purpose will be to support this involvement project which is called 'Our Future Focus 2023 – 2030'.

To find out more about the Commissioner and his team, please see our website www.futuregenerations.wales

Is this you?

As a Change Maker Support, you will be someone with good knowledge of the Well-being of Future Generations Act and an understanding of what it is trying to achieve.

You will have experience of both stakeholder engagement and / or involvement, as well as the ability to analyse primary and secondary sources of evidence (relevant written materials / desk-based research etc).

We are an organisation which likes to think differently, to question and to try new ways of doing things, encouraging creativity and new ideas. So, we are looking for someone who can work with agility, someone who likes to continually improve their performance, knowledge and how we reach out to make change, adapting their role and purpose in response to the anticipated needs of the team, the public and our stakeholders.

You are naturally curious and enthusiastic about new ideas and new ways working and you will be willing to find innovative solutions to problems and issues using your own initiative.

You will also be able to quickly build good working relationships with your colleagues and our stakeholders in public sector organisations and others in the movement for change around the Act – from all sectors. You will be honest and straightforward with people and able to generate trust and confidence with the people you work with and work for.

Your purpose:

The new Future Generations Commissioner for Wales, Derek Walker, will be undertaking an involvement and listening exercise during the first six months of his role, to help set the priorities of his term of office. This work includes involvement activities with a wide range of groups as well as analysis of relevant desk evidence and research.

The main elements of the role will be to:

- Support the planning and delivery of involvement activities including taking a lead on event logistics
- Collate feedback from our stakeholders and analyse the main themes and issues arising.
- Identify and summarise relevant external written materials and desk-based research.
- Other project support and administrative tasks as identified as being necessary.

The role will be overseen by our Involvement Artist who is co-ordinating this work within a wider project team. You will need to work closely with team members from across the organisation including in communications, policy, finance and our changemakers.

Your responsibilities:

- Support the Involvement Artist to plan and deliver a programme of stakeholder engagement, that shapes the future work programme of the new Future Generations Commissioner for Wales.
- Help with event logistics and organisation, handling of general enquiries relevant to the work, and progress updates.
- Work with team members to produce promotional information or analysis in easily understandable formats
- Assist with stakeholder mapping and tracking (via Dynamics and spreadsheets). Identify gaps in stakeholder engagement and work with colleagues to develop approaches to reach different target audiences.
- Produce briefing notes and attend involvement activities as required.
- Collate and analyse the issues raised through the involvement work. Assist the team to report back to stakeholders (*'you said, we did'* type feedback).
- Work with colleagues to identify, collate and summarise desk-based research and other external written materials that the Commissioner should consider as part of setting his future focus.
- Synthesise primary and secondary source evidence identifying key themes and interventions to help shape the Commissioner's new work programme.
- Assist with procurement, following our Procurement Policy and templates.
- Provide any other project support to the Involvement Artist and project team as required
- Walk the talk and keep the Sustainable Development principle and the five ways of working at the heart of everything we do.

Your skills, knowledge, and experience

Please note that we would encourage you to include personal insight from your lived experiences along with your professional work experience when demonstrating your suitability for our posts.

Essential

- You will be able to demonstrate knowledge of the aims, specific requirements and challenges of implementing the Well-being of Future Generations Act.
- You will have experience of working with stakeholders (in a personal, voluntary or professional capacity), demonstrating excellent communication skills.
- You will have some experience of project planning and/or event organisation
- You will have the ability to analyse primary and secondary source evidence (information arising from involvement activities and desk-based research, respectively), and to synthesise this to help identify key themes and interventions.
- You will intrinsically understand the importance of involvement and collaboration as ways of working and the requirement for our work to reflect the needs of its stakeholders, including future generations of young people, irrespective of language, culture, race, religion, disability, sexual orientation or gender, including the bilingual nature of Wales and the importance of people being able to communicate in the language of their choice.
- You will be able to show strong organisational skills, working as part of a team, demonstrating an eye for detail.
- You will be someone who has developed excellent inter-personal skills, skills that help you to maintain productive and supportive working relationships.

Desirable

- The ability to speak Welsh is desirable, but not essential, for this role.