



Recruitment Pack

Community Champion

21 hours per week.

Disability Information Bureau

Paths, not barriers

Empowering people to live well

The Disability Information Bureau's overall aim is to **empower disabled people across Cheshire East to improve their lives and wellbeing**. The Welfare, Wellbeing, Work (WWW) Project fits within this aim through provision of **holistic, person-centred support** combining welfare advice, wellbeing coaching and longer-term assistance, helping to address the root causes of poor health, poverty and isolation.

It also has a **community-focused element**, dedicated to promoting understanding, inclusion, and accessibility for people with disabilities across the area. Through **engagement** with local residents, voluntary organisations, employers, and service providers, the project aims to **challenge stigma, misconceptions, and discrimination**, fostering positive attitudes and inclusive practices in everyday life and the workplace.

Our aim is simple – we **encourage people to stay independent and resilient by empowering them** to find the voice and gain the confidence to make positive changes in their lives. We aim to level the playing field when it comes to mental health, wellbeing, employment, and inclusive opportunities.

Macclesfield Shopmobility is operated by The Disability Information Bureau on behalf of Cheshire East Council. We loan motorised scooters and manual wheelchairs to help people get around Macclesfield during our opening hours.

01625 501 759 www.dibservices.org.uk reception@dibservices.org.uk

Registered Company Ltd by Guarantee in England & Wales No. 6452443

Registered Charity No. 1124371



Vision

Empowering people
to live well

Difference we make:



Reduce
isolation



Improve
wellbeing



Better
financial
stability



Increase
confidence
in one's own
abilities

Activities provided:



Welfare
benefit
support



Information
and
signposting



Health
and
wellbeing
support



Volunteering
and
employment
support



Welfare



You can meet with a Welfare Adviser who will help you with:

- Disability & health related benefits
(PIP, DLA, ESA, Attendance & Carers Allowance, UC50)
- Applying for or renewing your benefit;
- Mandatory reconsideration & tribunals;
- Benefit entitlement checks.

Wellbeing



You can meet with a Support Coach who can help you with:

- Mental health support services;
- Housing issues;
- Financial Issues;
- IT support & digital inclusion;
- Finding social activities and groups.

Work



You can meet with a Support Coach who can help you with:

- Writing a CV;
- Finding volunteering opportunities;
- Job searches;
- Training.

For information or an appointment, please email reception@dibservices.org.uk or phone 01625 501759

Role Description - Key Information

Role:	Community Champion - Welfare, Wellbeing and Work Project
Reports to:	Project Manager
Works with:	Project Manager, Welfare Rights Officer, Support Coach, IT Tutor, Administrative Officer and volunteers. The role will liaise regularly with community venues, VCFSE partners, NHS and local authority teams and local employers across Cheshire East.
Location:	Community-based role delivered across Cheshire East, with a mix of office-based working at DIB core sites and travel to community venues and employer locations. The postholder will be expected to work flexibly and safely in line with lone working and safeguarding procedures.
Hours:	21 hours per week. Some flexibility will be required at key points (eg funder deadlines or important meetings), balanced by flexibility at quieter times.
Contract:	Fixed-term to March 2029 (with intention to extend)
Salary:	£27,000 per annum, pro-rata to 3 days a week (£16,200 per annum)
Non-salaried benefits:	<ul style="list-style-type: none">• 25 days annual leave (pro-rata) + bank holidays and 3 extra days at Christmas• Flexible working• Pension scheme• Training and development and a supportive team environment
Application information:	<p>Closing Date: 5pm Friday 24th July.</p> <p>Interviews: Wednesday 5th August (in person, in Macclesfield, alternative arrangements can be made on request).</p> <p>We only accept completed application forms which directly address the person specification. Agencies are not required</p>

[Apply Here \(Link\)](#)

Purpose of the role

This role strengthens inclusion across Cheshire East by building trusted community relationships, supporting disabled people and people with long-term health conditions, and helping employers reduce barriers to wellbeing, volunteering, training and work. The Community Champion leads outreach, conversations, inclusion activity and volunteer support, ensuring lived experience shapes practical change.

It is a practical, community-based role focused on turning insight into action—working with communities, volunteers and employers to improve inclusion and reduce barriers across Cheshire East.

A Typical Week

- Community outreach (including rural areas)
- Employer meetings
- Supporting volunteers and Community Champions
- Delivering awareness sessions
- Attending community events and networks
- Gathering and sharing feedback

What Success Looks Like

More people feel included and connected, employers make practical changes, and Community Champions lead local activity confidently. Trust grows between DIB and communities, and lived experience shapes services.

Key Responsibilities

- Build relationships through outreach, events and community engagement
- Deliver accessible disability awareness and inclusion sessions
- Facilitate informal workshops and conversations
- Support inclusive practices with employers
- Recruit and develop Community Champions with lived experience
- Support peer-led activity and local engagement
- Gather insight and share learning with the team
- Represent DIB at local events and networks
- Maintain simple records of activity and outcomes
- Ensure all activity is inclusive, accessible and compliant with safeguarding policies

Who We Are Looking For

A motivated, people-focused individual who enjoys building relationships and creating positive change. We value lived experience, community connection and personal values as highly as formal experience.

Experience May Include

- Community or peer support roles
- Volunteering or lived experience work
- Supporting access to services
- Working with community organisations
- Awareness-raising or campaigning

We care about who you are, not just your CV. If you're passionate about making a difference locally, we'd love to hear from you.