Please find this week's update.

**Jobs**

**PCVS are hiring!** We are looking for brilliant people to join our Community Team and make a difference here in Peterborough. We take pride in being supportive of and flexible for those who work for us, in order that they can do the best job for the people of our City.
There are three roles we are seeking to fill:
Operations Manager - Health and Communities (full time)
Senior Development Officer – Health Inequalities (part time)
Development Officer (part time)

If one of these roles sounds like something you are interested in applying for, we would ask any prospective candidates to email **recruitment@pcvs.co.uk** to get the full Job Description and Person Specification.
To apply for any of these roles, we ask candidates to email their CV and a one page covering statement as to why they believe they are the right person for the job. Closing date is 22nd October at 9am.

For more details on the roles [**click here.**](https://www.pcvs.co.uk/about-us/jobs/)

**Programme Director - Voluntary Sector Network -** Please do pass this on to any colleagues who you think may be interested in applying for this exciting 14 hour/week role, which may be either self-employed (hosted by Support Cambridgeshire) or as a secondment. Please see attached role description.

Applications by CV and covering letter setting how the applicant meets the criteria to be sent to me by **5pm on 30th October**.

**PCVS 2025 Annual Conference and AGM** is now open for booking.

**'A Sector Under Pressure: Building a Community of Support'**

**Thursday 6th November**

**10am - 2pm**

**Allia Future Business Centre, London Rd, PE2 8AN**

Please see the invitation attached for more details and how to book your place or use this [link](https://www.go-vip.co.uk/o/PCVS/forms/4442) to book. If you have any problems, please copy and paste this address into your favourite browser <https://www.go-vip.co.uk/o/PCVS/forms/4442>.

We hope that you will be able to join us for this important event where we will be launching our new Membership Offer, discussing the pressures that our sector is facing and exploring how we can build effective support for all our communities.

**Digital Training**

PCVS are currently working in partnership with Connecting Cambridgeshire and Cambridge Online to improve digital inclusion and improve digital skills.

As part of this activity Cambridge Online have devised a bespoke training package that is aimed at volunteers and staff who are supporting people within community settings to help/empower people to improve their digital capabilities. This training is vital to ensure you are confident that you are supporting people to an agreed standard and also to provide you with clear guidance, so that both you and those you support are safe.

This training is undertaken across 2 sessions, you will need to attend both, and they run from 10am - 1pm a requirement of our digital hubs and you will need to complete the 2 sessions which will run from 10-1pm. It will be useful to you and is certificated for your professional development.

We can also offer an online GDPR training course and certificated test for a small fee (if desired).

The sessions are normally repeated every two months, so there will be other opportunities for you and/or your colleagues to undertake and complete the course even if they can’t make both the October dates.

**Objective:**

To provide basic guidance and training to volunteers and staff on how best to interact with visitors who attend your community groups in need of digital support.

**Format:**

Two half-day sessions as follows –

**Session 1: Introduction - TUESDAY 14th October 10-1pm**

|  |  |
| --- | --- |
| Preparing for a successful session (30 mins) | Guidance and support (handouts, video, help on Call) (15 mins) |
| Some essentials (IT, resources) (15 mins) | Accompaniments (15 mins) |
| Minimum basic knowledge (45 mins) | More advanced support / signposting (15 mins) |
| <<Break>> | Other Useful Resources (15 mins) |
| Typical experiences / requests (30 mins) | Recap and Questions (15 mins) |

**Session 2: Some Practical Advice - THURSDAY 16th October 10-1pm**

|  |  |
| --- | --- |
| Dealing with difficult people / unusual situations (30 mins) | Roleplays (online shopping, visas, equipt, UC) (30 mins) |
| Some Do’s and Don’ts (30 mins) | Testing your knowledge (!!) (45 mins) |
| GDPR / collecting feedback (30 mins) | Final questions and requests (20 mins) |
| <<Break>> | Certificates and wrap-up (15 mins) |

The training will take place at the PCVS conference room at the Allia Future Business Centre, Peterborough Football Club, London Road, PE2 8AN.

To register for session 1 [click here.](https://www.pcvs.co.uk/events/#pcvsEvents)

To register for session 2 [click here.](https://www.pcvs.co.uk/events/#pcvsEvents)