

Job Title:	Female Veteran Engagement Worker
Location:	Community based in Cornwall
Salary banding:	£27,000 p.a. (pro rata)
Contract type:	0.6FTE from September 2026 - August 2029 (increase to 0.8FTE subject to funding)
Responsible to:	Managing Director

Active Plus are a Disability Confident employer and the winner of the Beacon Inclusivity award. Active Plus pride themselves on providing a safe and non-judgmental workplace. Please let us know if you require this job description in an alternative format.

Any applicant for this role must be a woman. This is an occupational requirement under Schedule 9 of the Equality Act 2010

Project Overview

This project will establish a dedicated Female Veteran Engagement Worker to improve identification, engagement and access to support for female Veterans across Cornwall. Female Veterans remain an under-identified and under-represented group within the Armed Forces Community and can face barriers to accessing appropriate support, increasing the risk of isolation and poorer health, wellbeing and social outcomes.

The Engagement Worker will undertake proactive outreach across Cornwall, building trusted relationships with female Veterans through community settings, partner organisations and informal networks. Using a gender-informed, trauma-aware approach and drawing on lived experience as a female Veteran, they will provide advocacy, undertake needs assessments, and support women to navigate services with confidence. Working closely with Armed Forces Community Social Prescribing and Employment and Skills provision, the role will ensure female Veterans can access coordinated support that meets their individual health, wellbeing, social and employment needs.

Key Relationships:

Internal	External
- Managing Director - Armed Forces Community Social Prescribing Team - Finance Officer - Project Support Officers - Senior Management Team - Course Delivery Team	- Veteran & Armed Forces Community organisations & charities - NHS and other healthcare settings - Community services, event coordinators & stakeholders

Your days will be varied, requiring flexibility and a willingness to have a go. You will need excellent IT skills and communication skills, with the ability to liaise with a wide range of different people and organisations.

You will:

- Proactively engage with female Veterans in a respectful and empathetic manner, building trust through active listening, recognising and valuing their unique service experiences, and creating a safe, supportive environment that encourages open communication and connection.
- Encourage female veterans to access and engage with local services by actively promoting available support, addressing perceived barriers, and providing tailored guidance that empowers them to confidently seek assistance and improve their overall wellbeing
- Develop and strengthen partnerships with referral organisations, community groups, businesses to identify female Veterans, improve signposting and expand opportunities and support. Connecting organisations to share best practices, resources, and collaboration.
- Plan, organise and facilitate a range of events aimed at participant engagement
- Communicate and promote the project effectively
- Gather and collate project related data including participant information, case studies, Success Stories, progression and community interaction reports
- Adhere to policies and processes set by Active Plus
- Ensure all financial, administrative and compliance processes are adhered to at all times, seeking advice and support from Managers as appropriate
- Ensure that data protection guidelines are followed at all times
- Undertake other Project related duties as required

Skills, Knowledge and Experience		
Essential	Desirable	Evidenced Through
Lived experience as a female Veteran, with a good understanding of military culture and the challenges of transition to civilian life.	Information, Advice and Guidance qualification.	• CV • Covering Letter • Interview
Ability to build trusted relationships with people from a wide range of backgrounds, demonstrating empathy, compassion and professional boundaries.	ASIST or Mental Health First Aid training.	• CV • Covering Letter • Interview
Understanding of the barriers that female Veterans may experience in accessing support, and a commitment to improving outcomes through a gender-informed approach.	Experience of working within the voluntary, community and social enterprise (VCSE) sector.	• CV • Interview
Experience of engaging and supporting individuals experiencing isolation, poor wellbeing or other barriers to participation.	Experience of delivering grant-funded projects.	• CV • Covering Letter • Interview
Ability to work independently, manage a varied caseload and prioritise workload across a geographically dispersed area.	Knowledge of local services and support available across Cornwall.	• Covering letter • Interview
Experience of working collaboratively with partner organisations and making appropriate referrals.		• CV • Covering Letter • Interview
Experience of planning, organising and delivering community engagement activities or events.		• CV • Covering Letter • Interview
Good digital skills, including Microsoft 365.		• CV
Full UK driving licence and access to a vehicle insured for business use.		• CV
This role is eligible under the exceptions to the Rehabilitation of Offenders Act and will therefore require the successful applicant to complete an Enhanced Disclosure and Barring Service check (DBS).		

Application Process:

To apply for this role please submit the following documents via email to Rob Bradshaw rob@activeplus.org.uk

1. A CV of no more than two sides of A4
2. A Covering Letter of no more than two sides of A4 detailing why you would be suitable for this role

The closing date for all applications is **Sunday 26th July 2026**

Interviews will take place on the week commencing **3rd August 2026**