



Job Opportunity:	Development Worker (Lived Experience Advisors)
Salary and hours:	We are offering two options for employment of this role; • PAYE (employed by EVOC) - £32,000 (Pro-Rata) for 12mths contract, 14 hours per week. • Freelance (self-employed) – £15,050 – one year contract, £25 per/hour for 602 hours
Responsible to:	Service Delivery Lead
Term:	PAYE (employed by EVOC) – 12 months Freelance (self-employed) – 12 months <i>Note: Potential extension subject to funding</i>
Location:	Edinburgh, with hybrid options (Expected 75% in person attendance in the city, meeting partners, participants and wider EVOC team)

Commented [EC1]: Edinburgh-based, with hybrid working options

EVOC is a living wage employer. We are committed to equality of opportunity, inclusion and diversity and welcome applications from members of all communities.

About EVOC

EVOC (Edinburgh Voluntary Organisations' Council) is a charity that was established in 1868. In July 2025, we published [a new strategic plan](#) to guide our work for the next five years.

We work in three areas - advocacy, capacity building and collaboration - underpinned by research and analysis to inform our work to support third sector organisations and the communities they serve.

Our purpose is: *To serve the needs of people and communities across Edinburgh by supporting our members and third sector organisations to be effective and drive the change they need.*

EVOC is a partner in Edinburgh's Third Sector Interface alongside Volunteer Edinburgh and Edinburgh Social Enterprise, supported by the Scottish Government and the City of Edinburgh Council.

Context of this role

This Development Worker will have a focus on developing a lived experience panel for New Scots (refugees and people seeking asylum) to ensure the voices of New Scots communities connect and engage with public sector partners and wider third sector partners. Furthermore, they will work with colleagues across the organisation to deliver the objectives laid out in EVOC's strategic plan.

Key responsibilities:

- Develop a New Scots Advisors Group: a panel of people with lived experience of displacement. Establish the group and convene a series of meetings and events through the year.
- Work collaboratively with the New Scot Advisors to identify local needs and communicate those to partners and policymakers to influence change.

- Ensure the Advisors Group is well connected with the New Scots Integration Network, and support relevant networks and forum meetings that will inform our wider strategic work.



JOB DESCRIPTION:

Development Worker (Lived Experience Advisors)

Accountability

The post will report to the Service Delivery Lead, who manages programmes that include New Scots.

Job Purpose

Working closely with other EVOC staff, the Development Worker will engage with New Scots communities to develop a New Scots Advisors panel consisting of people with lived experience of forced displacement. This panel will be a forum to understand the needs and concerns impacting New Scots communities and help to inform and influence public policy.

Main Responsibilities

Lived Experience advisor's panel

- Develop a New Scots Advisors Group, including drafting a terms of reference, recruiting members, and convening a series of meetings and events through the year.
- Support the individual New Scots Advisors to build their confidence, skills and knowledge, empowering them to participate effectively and influence decision-makers.
- Develop positive relationships with individuals and community organisations through support of Edinburgh New Scots Integration Network.
- Research and implement best practice on coproduction and lived-experience empowerment.
- Participate in various forums in the city (where relevant), to share knowledge, maintain expertise, pioneer best practice, provide and benefit from peer support.

Capacity building

- Facilitate communication, the sharing of good practice and encourage partnership working between voluntary sector organisations, public sector partners and those with lived experience.
- Contribute to wider partnership work within EVOC and with public sector partners, including supporting the voices representation of people with lived experience on multi-agency groups.

Policy and Research

- Develop responses to public consultations and policy proposals and develop new policies, strategies and plans, with a particular focus on including the opinions and perspectives of the New Scots Advisors.
- Through regular liaison with the wider EVOC team, contribute to the collection, collation and development of accurate, current and relevant resources, information and materials to support the work of EVOC and enable reporting.

- Occasionally participate in funding panels by reviewing applications and making recommendations for where funding should be allocated.
- Additionally, support colleagues in other workstreams, with activities and events.

Person specification

Required knowledge and skills:

- Experience of using co-production approaches to support people with lived experience to shape, develop and sustain a forum, panel or network that informs decision-making.
- Experience of supporting people with lived experience to influence public policy, strategy or service design.
- Ability to communicate clearly, sensitively and respectfully with people from diverse cultural backgrounds.
- Demonstrable skills supporting collaboration and partnership working
- Good English language communication, writing and presentation skills
- Skills to organise and facilitate meetings, workshops, events and other support functions
- Planning and work management skills
- Research and analytical skills

Desirable

- Ability to speak languages spoken by New Scot Communities in Edinburgh (e.g. Arabic, Ukrainian, Dari, Farsi etc.)
- Experience of working with refugees, asylum seekers or other migrant communities.
- Understanding of asylum and refugee policy and legislation, for example: the New Scots Refugee Integration Strategy (2024) and associated delivery plan.
- Skills to contribute to good evaluations
- Delivering training and advice services

Core Capabilities

- Demonstrating emotional intelligence
- Demonstrating inclusivity and belonging
- Embracing change through innovation
- Creative problem solver and decision maker
- Resilient and future focussed
- Strategic thinking

Expected Behaviours

All EVOC staff are expected to:

- Nurture a culture of kindness through upholding and working towards our values
- Adopt flexible working practices with willingness to work occasional evenings and weekends to meet volunteer needs
- Able to challenge as appropriate and able to give and receive constructive feedback.
- Embed a coaching culture within your areas of responsibility that upholds the values of the organisation.
- Continuously monitor your area of responsibility and identify areas for improvement and organisational learning.

To apply, send your CV (max 4 sides of A4) and covering letter (max 2 sides A4) setting out why your skills, experience and motivation, make you an ideal person for this role. Send them to: recruitment@evoc.org.uk by deadline of 18th November 2026.