

Becoming An Assessor / Panellist at OCF

Overview

Grants Assessors/Panel Members are volunteers who assist the Trustees and staff of the Community Foundation with the assessment of grants. As an Assessor/Panel Member, you'll play a crucial role in our grant-making process.

Your Role: Assessor/Panel Member

As an Assessor/Panel Member, here's what you can look forward to:

- **Grant Assessment:** As Assessors, you evaluate applications, OCF shortlists them for panel discussions. Grant Panel Members, equal in status, base their recommendations on scored assessments and discussions during panel meetings.

While decisions on project funding ultimately rest with the Foundation's Grants Team, Panel Members contribute recommendations based on their knowledge of Oxfordshire's voluntary and community sectors aligned with the Fund's purpose. These suggestions are forwarded unless Oxfordshire Community Foundation identifies a compelling reason not to do so.

- **Collaboration:** OCF thrives on collaboration. As an Assessor/Panel Member, you'll work closely with fellow assessors, OCF staff, and Trustees. Teamwork and effective communication are key to our success. Together, we'll make informed decisions that create positive change.
- **Assessment Visits:** Volunteers may be recruited to be Grants Mentors* and undertake visits to grant applicants on behalf of Oxfordshire Community Foundation. Training and development will take place prior to any appointments in this area and on a regular basis thereafter. The purpose is to gain a better understanding of the background to the organisation and the project and to support organisations during the life of a grant award and future sustainability.

* A mentor will directly support local OCF grant recipients. A soft touch tailored guidance, address challenges, and share best practices. Making a positive impact on local grassroots organisations. support growth, and witness transformation.

Benefits: Our Commitment to you

- **Networking Opportunities:** By connecting with fellow assessors and panellists, you'll gain access to shared best practices and expand your network of like-minded individuals. Collaborate with local leaders, nonprofits, and community champions who share your passion for positive change
- **Reward and Recognition Package:** Enjoy a comprehensive reward and recognition package that goes beyond financial compensation. Volunteers will have access to



additional opportunities for personal and professional development, as well as training opportunities, ensuring a fulfilling and enriching experience with OCF.

Your dedication will be acknowledged through appreciation events, such as Giving Tuesday, Summer Drinks, and Breakfast meetings. We'll signpost excellence to the Oxfordshire Lieutenancy for awards and events, ensuring that exceptional work receives the recognition it deserves.

OCF aims to be the best grant-giver in Oxfordshire. Assessors/Panel Members will join us in modern grant making practices, learn about community needs, and contribute to impactful decisions.

Throughout the pilot period of our reward and recognition program, participants will receive remuneration in the form of substantial expenses. These expenses cover travel, childcare costs, lunches, and vouchers for accrued volunteering hours.

Grant Assessor/Panel Attributes

Assessors/Panel Members are recruited for their knowledge and experience of the communities of Oxfordshire and/or grant-making experience. Our volunteers offer their time to the Community Foundation on a voluntary (remunerated) basis and the Community Foundation recognises that their other commitments may have to take priority on occasions. However, the normal pattern of work for a Panel Member would include regular attendance at Grant Panels approximately 4/6 times per year, the same for an assessor scoring applications.

We are committed to offering the opportunity of being an Assessor/Panel Member to all those living in or near the county with:

- A working knowledge of one or more of the communities (geographical or communities of interest) in Oxfordshire
- The ability to understand the wider picture regarding the needs of Oxfordshire.
- Lived Experience of one or more social or socioeconomic issues in Oxfordshire
- Experience working with Grassroots organisations.
- An interest in the future of Oxfordshire and an understanding of the issues affecting the voluntary and community sectors in the county.
- A willingness to share and pass on your skills to others.
- A sufficient knowledge of charity law and of the charitable purposes of the Foundation and its policies; and an awareness of when to take advice.
- A strong commitment to promoting equality and diversity in grant-making decisions, with a focus on fairness.

As Assessors/Panel Members, you actively support and champion Oxfordshire Community Foundation within the community. Aligned with our culture of Equal Opportunities, emphasising equal respect, diversity, and non-bias, we expect you not only to be familiar with this culture but to wholeheartedly embrace and uphold its principles in all activities connected with the Community Foundation

Induction

On receipt of the returned Expression of Interest **EOI Application**, a member of the Grants Team will contact you to invite you to an informal meeting with the Grants Team. At the meeting we will share information about the Community Foundations grants programmes and policies.



Potential Panel Members will also be invited to attend a meeting of the Grant Panel as an observer.

