



rcc

WORKING WITH US

WHAT YOU NEED TO KNOW

**WORKING HARD AND
WORKING SMART ARE
TWO DIFFERENT THINGS.**



FIRST - AN OBSERVATION.

THE WORLD HAS DRAMATICALLY CHANGED...

THE OLD WORLD

Work to make a living

Fit life around work

Commute to work at a set place and time

Accountable to a manager

THE NEW WORLD

Work to have an impact

Make the most of life

Connected to work anywhere at anytime

Accountable to yourself

SO WE HAVE CHANGED TOO...

This handbook sets out our approach to work which is based on four clear principles:

KEEP IT SIMPLE



FIND A WAY



BE ACCOUNTABLE



BE FLEXIBLE



ABOUT OUR CHARITY.

The Rural Community Council (RCC) is a community development charity working to create stronger and more connected communities across Leicestershire, Rutland, and the surrounding rural areas.

We understand the role simple things like a cup of coffee, starting a conversation, supporting local voluntary action, and accessible community spaces can play in increasing wellbeing, tackling disadvantage, and improving overall quality of life in communities. Embracing this simple approach, we work with people to tackle rural community issues and disadvantage through proactive outreach, community development and awareness raising activity.

WHY RURAL MATTERS

Rural Leicestershire and Rutland are often thought of as idyllic and privileged places nestled in the heart of the English countryside. Whilst for most this perception is a fortunate reality, there are many people and places hidden across our rural counties facing significant challenges to maintaining a good quality of life.

We believe that people should not be disadvantaged by living or working in a rural community and that resources, facilities, services, and other opportunities should be made equally accessible wherever and however possible. Simple solutions can often overcome any challenge, especially if work directly with the people that you are aiming to support.

By connecting people and supporting them to work together to tackle the issues impacting their area, we help to make rural communities across Leicestershire and Rutland happier, healthier, and more resilient places to live and work.

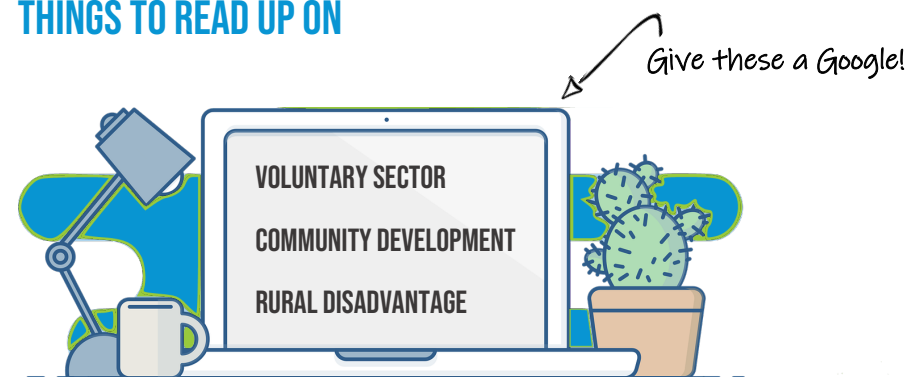
WHAT IS RURAL DISADVANTAGE

Rural areas are generally impacted by most of the same issues as our cities and more urban settlements. The challenge for rural communities is that these problems are often exaggerated, hidden, more challenging to tackle and disproportionately impact certain people and groups.

Some examples of rural disadvantage include:

- Fewer employment opportunities and lower average salaries
- More limited access to facilities and services such as social space, public transport, and broadband
- Less affordable housing and a higher cost of living
- Loss or deterioration of community facilities and public spaces
- Increased risk of loneliness and social isolation
- Less per person spent on health and wellbeing services

THINGS TO READ UP ON



OUR VISION

Strong and connected rural communities that support each other to make the most of the opportunities, assets, and resources available to them.

OUR FOCUS

We concentrate on:

- Maximising our impact in the community
- Making every pound count
- Finding simple and effective solutions
- Building lasting connections



OUR VALUES

We **CARE** about people and communities. This simple statement forms the heart of the core values that drive our behaviour and work.

We are:

CONNECTED

We listen to others, build positive connections, and have a strong, clear and influential voice.

AMBITIOUS

We grow and improve by believing in ourselves, trying our hardest, and embracing new ideas.

RESPONSIBLE

We trust and can be trusted, share credit when it goes well, and look at ourselves first when it doesn't.

EFFICIENT

We make every pound count, maximising our time and resources by being flexible, smart and creative.

OUR HISTORY

Our charity was first established in 1924. We are proud of everything we have achieved over the last century. It has got us where we are today.

When it comes to our history, we have one golden rule:

WE ONLY LOOK BACK IF IT WILL HELP US MOVE FORWARD.

OUR MEMBERS

Our membership is made up of people and organisations from communities across rural areas of Leicestershire and Rutland.

Our members play a vital role in supporting and shaping our work, electing trustees to our Board, and ensuring that we effectively represent the needs and priorities of the rural communities we serve.

OUR TRUSTEES

Our most important members are our trustees. These individuals have overall responsibility for the charity ensuring that we operate legally, safely and have a clear strategy, vision, and priorities for our work.

Look on our website or ask someone in the team about our current trustees and when they meet!

OUR NETWORKS

We are members of several local and national networks. These partnerships are important to help us to increase our knowledge, impact, influence, and reach.



**NCVO
MEMBER**



Give these a Google to find out more!

OUR WORK

We do far too much work to talk about it all here. The best ways to find out about our current activities and projects are to:

- Have a look on our website

OR EVEN BETTER

- Connect with and talk to your colleagues.

They know our work best!



**WE THINK OF WORK AS
SOMETHING WE DO.**

NOT A PLACE WE GO TO.



WHEN YOU WORK.

YOUR **IMPACT** MATTERS MORE
THAN THE HOURS YOU WORK.

Focus on what you have done.
Not how long you have been doing it.



OUR APPROACH IS SIMPLE.

1. We trust you to manage your own working time.
2. This means you can decide when is best to get things done.
3. We care about your impact, not how long you sit at a desk.

OUR ASKS FROM YOU.

1. Always record when you are working clearly in your RCC electronic calendar. *And when you're not!*
2. Use good judgement in choosing when to work to ensure you can connect with others and work effectively.
3. Plan and manage your working time responsibly. *Too much work is as bad as not enough.*

REMEMBER – FLEXIBILITY WORKS BOTH WAYS!

A couple of hours in the day to get some exercise at the gym. *Fine*

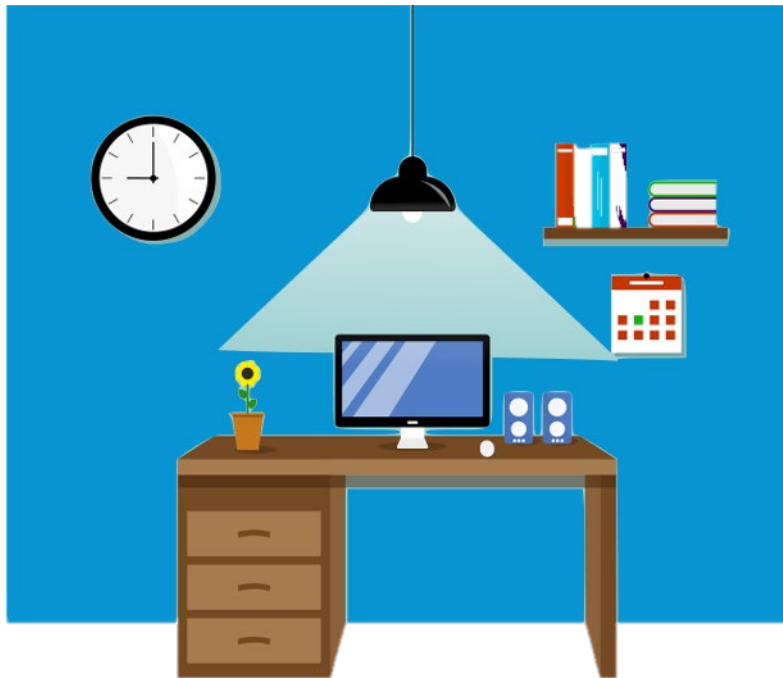
A late start to go on the school run or early finish to meet friends. *Fine*

Us occasionally asking you to work at a specific time.

Also fine!

WHERE YOU WORK.

YOUR **IMPACT** MATTERS MORE
THAN WHERE YOU PRODUCE IT.



OUR APPROACH IS SIMPLE.

1. We trust you to decide where you work.
2. This means you can choose the best place to work to achieve what you need to.
3. We care about your impact, not where you produce it.

OUR ASKS FROM YOU.

1. Always record where you are working accurately in your RCC electronic calendar.
2. Use good judgement in choosing where to work ensuring you stay safe, well connected, and can work effectively.
3. Follow all our important health and safety policies.

Include enough detail so we can find you if needed.

We know these are boring but please read them all.

REMEMBER – FLEXIBILITY WORKS BOTH WAYS!

A morning in the office then an afternoon working from home. *Fine*

A meeting in a café then some thinking time in the park. *Fine*

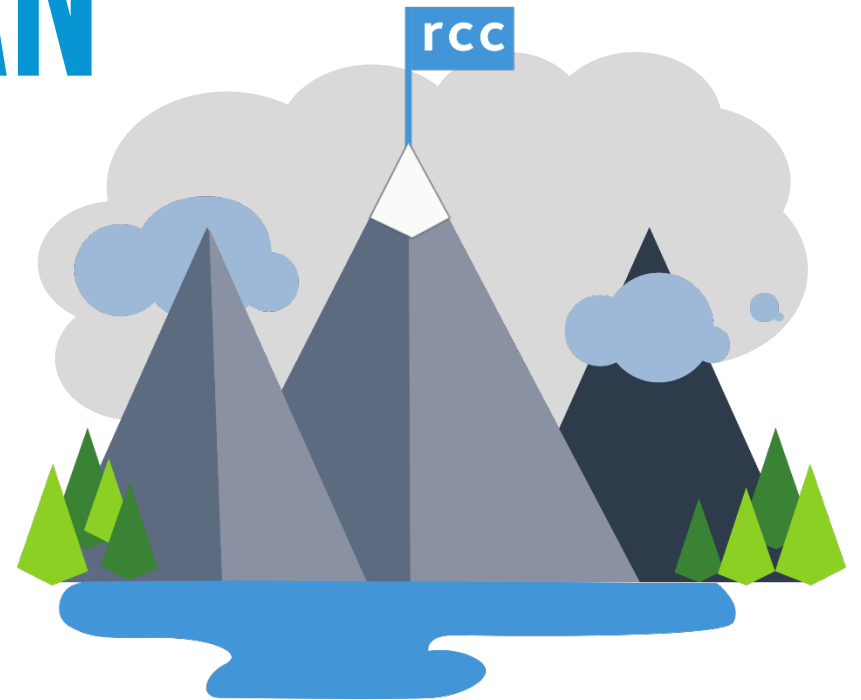
Us asking you to work from the office or attend an event.

Also absolutely fine!

SET YOUR GOALS HIGH.

WE KNOW YOU CAN

ACHIEVE THEM.



HOW YOU WORK.

NO NEED TO LEARN OUR WAY WE WANT YOU TO **WORK YOUR WAY.**

There is no right or wrong way to get things done at the RCC. Everyone in our team works differently and we think that is great.

There are some things you will need to learn. There are some things you will need help with. But that is fine.

We know you'll help us!

WE WANT WORKING WITH US TO BE A **TWO WAY STREET.**

We have employed you because you are you. We do not want everyone in our team to be the same. We believe that you can develop and improve the charity as much as* we can develop and improve you. **Or even more!*

If you have an idea, try it. If something could be improved, improve it. If something is not working, fix it.

Or find someone that can!

WE HAVE FOUR SIMPLE **STEPS TO SUCCESS.**

This is your induction



GET TO KNOW EVERYONE

This is the most important step. Our success is built from our amazing team and the people around us. Get to know as many as you can.



THE MECHANICS

Spend time making sure you know the practicalities of working with us and how to use our equipment and systems.



YOUR RESPONSIBILITIES

Focus on getting your head around the responsibilities we have asked you to take on.



THE BIGGER PICTURE

Get yourself fully up to speed on everything else that goes on around the RCC.



WITH GREAT FLEXIBILITY.

COMES GREAT RESPONSIBILITY.

**But we know you've got it sorted!*



THE ASK FROM YOU.

BE YOURSELF

Not a job title.

We use our names, not job titles!

HELP OTHERS

Give kudos. Be a critical friend.

If someone has done something well, tell them.

Challenge and inspire your colleagues. To achieve your own success, help someone else get theirs first.

CARE

About your impact and the success of the RCC.

REMEMBER OUR VALUES?

BE DRIVEN BY OUR VALUES.

WE RECRUIT, REWARD AND RELEASE PEOPLE BASED ON THEM. IT IS THAT SIMPLE.

BE CONNECTED

Talk and listen to all your colleagues.

Be aware of what you contribute to the team.

Be open to sharing success and failure.

Support and respect everyone.

Recognise success and celebrate others.

BE RESPONSIBLE

Be self-motivated and use your own initiative.

Take ownership of making and backing your own decisions.

Care about the outcome of your actions.

Ensure others can trust you to do the right thing.

Ask for help and support if you need to.

BE AMBITIOUS

Strive to make a positive impact.

Be confident in your ideas and abilities.

Believe in yourself and the impact of your work.

Embrace challenges and seek opportunities to learn.

Push yourself and the RCC to be successful.

BE EFFICIENT

Be focused and organised when working.

Be conscious of the impact you have.

Know when we you are working and when we you are not.

Make best use of your time.

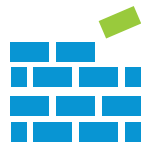
Make every pound count.



YOUR ACTIONS DEFINE OUR CULTURE.

AS A MINIMUM WE EXPECT YOU TO:

KEEP IT SIMPLE



Be resourceful. Look for the simplest solution. Avoid overthinking. Don't over commit.

FIND A WAY



Be self-reliant. Try first before asking others. Seek help and guidance, not someone to do things for you.

BE ACCOUNTABLE



Keep your word. Trust and be trusted. Share credit when it goes well. Look at yourself first when it doesn't.

BE FLEXIBLE



Be open to different ideas and opinions. Be prepared to change and react quickly. Keep improving.

**EVERY ACHIEVEMENT
STARTS WITH A DECISION
TO TRY.**



HOW TO IMPROVE AND GROW.

YOU ARE ALREADY AMAZING. BUT WE KNOW THAT YOU CAN BE EVEN BETTER.

REFLECT.

Make time regularly to reflect on your impact, achievements, and future aspirations.

BE OPEN.

Have honest and open conversations with colleagues. Share your knowledge and seek it from others. Try new things.

TAKE OWNERSHIP.

Drive your own learning and development. If you do not know something, find out. If you cannot do something, learn.

EMBRACE CRITICISM.

Be self-critical, embrace constructive criticism from others and use it to improve.

GIVE IT A TRY.

Trying and failing is better than not trying at all. Seek support and advice, not someone to do it for you, Look for training or development opportunities.



**TRYING AND FAILING DOESN'T
MAKE YOU A FAILURE.**

**YOU ARE ONE STEP CLOSER
TO SUCCESS.**



BENEFITS FOR YOU.

WORK SMART, BIG IMPACT, GREAT REWARD.



PAY.

Money in the bank each month.

TIME.

Flexibility to enjoy the people and things you love.

SATISFACTION.

Seeing the impact of your work.

TRUST.

To be yourself & build more responsibility.

WELLBEING.

Opportunity to put your health and wellbeing first.



Rural Community Council (Leicestershire & Rutland)

Charity No. 1077645 Company No. 3665974

01455 856330

info@ruralcc.org.uk

ruralcc.org.uk

The Atkins, Lower Bond Street
Hinckley, LE10 1QU

ruralcc.org.uk