



Job Description

The **Community Development Worker** will help local identified communities to bring about social change and improve the quality of life in their local area. The jobholder will act as a link between communities and a range of other key partners and stakeholders. The primary purpose of the role is to build strong, trusting relationships, supporting people and communities to take forward their identified actions. The jobholder will work closely with local authority, voluntary sector providers, local community groups and local support services and will be involved in addressing inequalities.

You will be working with individuals, families, and whole communities to empower them to:

- identify their assets, requirements, opportunities, rights and responsibilities;
- plan what they want to achieve and take appropriate action;
- develop community-led activities and services to generate aspiration and confidence.

You will have a background in Community Development and Volunteer recruitment and retention.

Main Activities & Responsibilities

Community development work seeks to actively engage communities in making sense of the issues which affect their lives, setting goals for improvement and responding to situations through empowerment and active participation.

A good deal of the work is project based, which means that as a Community Development Worker, you will have specific geographical communities and/or social group on which to focus.

Tasks will involve:

- identifying community skills, assets and issues (using a variety of engagement methods);
- identify, mobilise and support a voluntary team of community connectors to extend the reach of the local projects and generate new connections;
- ensuring that local people can have their say;
- developing new resources/suitable hubs - in dialogue with the community;
- evaluating, developing and promoting existing community-led programmes, including SELECT;
- develop strong relationships with a wide range of stakeholders;
- work with the community to identify shared priorities and potential areas of action, encouraging participation in activities;
- preparing regular update and monitoring reports;
- assisting with funding applications;
- developing and implementing strategies;

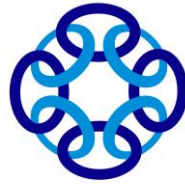
INCLUSION

COMMITMENT

RESPECT

INNOVATION

VIBRANCE



COMMUNITY LINKS

INVOLVING COMMUNITIES

- liaising with interested groups and individuals to set up new services;
- mediating in matters of conflict, including challenging inappropriate behaviour;
- planning, attending and coordinating meetings and events;
- overseeing the management of a limited budget;
- general administrative duties.

In this job, you will have:

- Previous experience of community development and/or community engagement (highly desirable);
- An understanding of the role of volunteers and how they can add value (and us to them);
- An understanding of the role of funding and the variety of sources;
- Experience in or understanding of community development practice, specifically Asset-Based Community Development (ABCD) and the tools used such as 'Asset Mapping';
- A knowledge of policy in relation to community learning and development;
- An ability to work flexibly within the community, and be able to manage local community groups/projects, on a paid or voluntary basis;

You will also:

- Communicate well and be a good listener;
- Get on with people from all backgrounds and have a positive approach to problem-solving and project development;
- Be enthusiastic, self-motivated and able to work independently and as part of a team;
- Hold a full driving license and have reasonable access to a car (essential)
- Have a good working knowledge of Microsoft Office packages and general administrative duties (highly desirable).

Personal Strengths/Individual Requirements

Community Development Workers help people to improve the quality of life in their local area.

If you can build good trusting relationships with people, and you believe in the advantages of having a strong community, this job could suit you.

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