**Job Description: Charity Community Development Worker**

**Position Title**: Community Development Worker  
**Location**: Hillwood Community Hub  
**Reports To**: Hillwood Community Trust Board of Trustees  
**Salary**: £12.60ph  
**Job Type**: Part time – 8 hours per week. Fixed Term for 1 year, actively seeking funding to make this a permanent position

**Closing Date**:

**Overview**:

Hillwood Community Trust (HCT) is a charity based organisation working within the Greater Pollok Area since 1999. They have worked tirelessly to install a full sized all weather 4G synthetic pitch with floodlights and recently opened a purpose built community hub which not only has 4 changing rooms it also has a moderate community space and kitchen.

This post has been funded by The National Lottery Community Fund (TNL) to support developing and sustaining a minimum of 2 community based activities

The Community Development Worker will play a key role in supporting and empowering local communities to drive positive. The ideal candidate will work closely with local residents, organisations, and key stakeholders to identify community needs, develop initiatives, and provide services that promote sustainable community growth.

**Key Responsibilities**:

1. **Community Engagement**:
   * Build and maintain relationships with local residents, community groups, and organisations.
   * Work with the Development Manager to organise and facilitate community meetings, workshops, and consultations to assess needs and encourage participation in local initiatives.
2. **Project Planning, Development and Implementation**:
   * Develop and implement community development projects, ensuring they align with HCT and TNL Community Fund guidelines and parameters.
   * Collaborate with community members and partners to design projects that address local needs.
   * Monitor the progress of community projects, ensuring they meet objectives, deadlines, and budgets
3. **Growth and Development Strategies**
   * Organise training and skills-building activities for community members and volunteers to empower them to lead and sustain local projects.
   * Foster partnerships with other organisations to maximise resources and enhance service delivery.
   * Promote awareness of available resources and opportunities within the community.
   * Establish and maintain relationships with local authorities, schools, healthcare providers, and other service organizations to ensure a coordinated approach to community development.
   * Act as an ambassador for the charity within the community, promoting the charity’s mission and values.
   * Assist in the development and running of the match day kitchen
4. **Monitoring & Evaluation**:
   * Collect and analyse data on community needs, program effectiveness, and outcomes.
   * Prepare and submit regular reports on community development activities and impact.
   * Use feedback and data to adjust programs and initiatives as needed to ensure they meet community needs.
5. **Fundraising & Resources**:
   * Collaborate with Development Manager to plan and execute fundraising events and campaigns.
   * Identify and secure funding or resources (grants, donations, volunteers, etc.) to support community programs and projects.
   * Work with local businesses, government agencies, and other stakeholders to leverage support for community initiatives.
6. **Essential Skills and Qualifications**:

* Experience in community development or a related field.
* Strong interpersonal and communication skills, with the ability to build relationships with diverse community members.
* Strong organisational and project management skills, including the ability to manage multiple tasks simultaneously.
* Ability to work independently and as part of a team.
* Flexibility, creativity, and a proactive approach to problem-solving.

**Desirable Skills**:

* Passion for social inclusion and improving the lives of others.
* Ability to work flexible hours, including evenings and weekends as needed.
* Knowledge of community needs, social issues, and local resources

**Working Conditions**:

* The role will require travel within the community and occasional evening or weekend work for meetings and events.
* Valid driver’s license or access to reliable transportation