



Job title:	Community Development Co-ordinator/Community Connector
Service:	Charteris Centre Community Development
Location:	Woodfield Park Community Centre – Welland
Hours:	21.5 hours per week (part-time)
Salary:	£24,724 - £27,232 FTE per annum (£14,366.65 - £15,824 per annum for part-time, 21.5 hours per week)
Contract type:	Permanent

Family Action & the Role's Impact:

Family Action is a registered charity, building stronger families since 1869. Today we work with more than 60,000 families in over 200 community based services, as well as supporting thousands more through national programmes and grants. We transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation.

This is an exciting opportunity for a motivated, passionate and experienced Development Worker to work to core Asset Based Community Development principles with community empowerment central to all work; - Enhancing the capacity and contribution of the local community and supporting them to play an active role in their community - stimulating interest in and awareness of local community issues and encouraging resident involvement in decision making - promoting integration and cohesion within and between communities.

Your skills

- We are looking for someone who is passionate about engaging with local communities and coproduction and can quickly establish a network of contacts with key workers in the community from the public, private and voluntary sectors.
- We want someone who can work with the local community to support and encourage their involvement in local needs led service development including establishment of relationships and mechanisms that support effective consultation and engagement with the local community to support meaningful involvement in decision making processes for the development of services.

Main Requirements (for details check the job description and person specification):

- Educated to level 3 or above with a recognised professional qualification in community engagement/development work, health, education, or equivalent experience within these fields.
- Experience of recruiting, managing, and retaining volunteers.
- An understanding of how social exclusion, deprivation and marginalisation impacts upon communities, families, and individuals.
- The ability to produce good quality written reports and materials.
- Strong interpersonal skills; the ability to establish productive relationships with elected members, external organisations and local residents.
- Experience of establishing and supporting the development of volunteer led committees/ steering groups.



- Understand the importance and principles of community involvement, participation and co-production.

Benefits:

- An annual paid leave entitlement that commences at 25 working days pro rata, rising each April by one day, subject to a maximum of 30 working days plus bank holidays / of 30 working days plus bank holidays
- Up to 6% matched-pension contributions
- Flexible working arrangements and new starters have the right to make flexible working requests from day one of employment.
- Enhanced paid sick leave and paid family leave provisions.
- Eye care and winter flu jabs vouchers
- Cycle to work scheme.
- Investing in your professional development with ongoing quality training and career development opportunities

We are forward looking, ambitious and committed to continuous improvement. We are a people focused, can-do organisation, which strives for excellence in all we do and operates with mutual respect.

Our commitment to Equality, Diversity & Inclusion:

We are happy to consider any reasonable adjustments that candidates may need during the recruitment process, and you will be asked whether you require any adjustments if shortlisted for interview. We also make reasonable adjustments on the job, where required.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. Intersectionality is important to us, and we particularly welcome applications from ethnically diverse communities, LGBTQIA+ candidates and disabled candidates because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an in-person interview.

* Ordinarily Family Action appoints new starters at the starting point of the salary scale (with subsequent annual pay progression), unless you have experience that would justify appointment further up the salary scale or there are any other exceptional reasons.

Next steps:

- **To apply:** fill out the [Application Form](#) and email it to: completed.application30@family-action.org.uk
- **To learn more about Family Action:** check out our [Recruitment Pack](#)
- **To learn more about Family Action's terms & conditions:** check out the [Summary Terms & Conditions of Employment](#)
- **To help us fulfil our commitment to encouraging diversity and promoting equal opportunities:** fill out our anonymous [Equality & Diversity Monitoring Information survey](#)



Closing Date: Friday 5th July 2024 at 5.00 pm

For direct queries or if you would like to discuss any aspect of the selection process or flexible working requests, please email: sally.grieff@family-action.org.uk

Appointments are subject to satisfactory Safer Recruitment checks, including a Disclosure and Barring Service (DBS) check where appropriate to the role.

ID: 1228