



Job Description

Job Title: Community worker

Job Purpose:

The community worker will contribute to the planning, organisation and delivery of the Trust's community activities, events and family support work, ensuring access to safe, inclusive and developmental opportunities.

Accountable to:

Deputy Community & Youth Lead

Key Responsibilities:

Community Activity & Delivery:

- Set up and supervise community activities, ensuring a safe and welcoming environment
- Assist with the planning and delivery of issue-based sessions (e.g. mental health, healthy relationships, online safety, confidence)
- Support structured and informal learning opportunities through games, workshops, arts, sports and social groups and community events
- Encourage participation, inclusion and positive behaviour
- Contribute to wider community activities such as holiday programmes, neighbourhood events, seasonal events, and intergenerational sessions

Community Engagement, Support & Outreach:

- Build positive relationships with local families, residents and community groups based on respect, trust and clear professional boundaries.
- Help identify needs within the community and support individuals to access available services.
- Support outreach work (schools, family hubs, parks, community venues).
- Promote Trust activities through positive engagement and communication.
- Encourage volunteering, participation and community involvement.
- Mentor, guide and support young people and adults in the community as appropriate, providing guidance around personal development, wellbeing, and decision-making.

- Listen to people's experiences and needs, involving them in shaping community sessions and activities.
- Promote resilience, confidence, social skills and healthy choices.

Behaviour Management & Safeguarding:

- Challenge inappropriate behaviour in a fair, consistent manner and model positive conduct.
- Deal with emerging issues during sessions and escalate concerns promptly to the Deputy Youth & Community Lead.
- Adhere to WCT safeguarding procedures at all times.
- Identify early signs of risk (e.g. bullying, exploitation, emotional distress, unsafe relationships) and act accordingly.
- Maintain professional boundaries and contribute to safe-working practices.

Partnership, Teamwork & Communication:

- Work closely with the Youth & Community Lead, Deputy Lead, Adult & Youth Mentors and volunteer team to support effective delivery
- Maintain and support communication across sessions, team meetings and planning discussions
- Build positive relationships with parents/carers and signpost when appropriate
- Contribute to multi-agency work, linking with partner organisations such as schools, Family hubs, health providers, police and other local charities

Administration, Monitoring & Reporting:

- Maintain attendance records, incident logs, and other required documentation
- Support the recording of progress, safeguarding concerns and outcomes (where required)
- Keep line managers informed of any issues that affect delivery, safety or engagement

Professional Development & Compliance:

- Ensure any certification and/or training required for the role remains valid (e.g. safeguarding, first aid, food hygiene)
- Engage in reflective practice and attend training, team meetings and supervision
- Uphold the values, policies, and expectations of Walney Community Trust