**Community Development & Engagement Officer, Langworthy Cornerstone Association (LCA) PERMANENT CONTRACT, CLOSING DATE FOR APPLICATIONS Friday Oct 17th 2025 - 5pm:**

Are you a skilled Community Development and Engagement professional with the ability to maintain local relationships with partner organisations and communities across Salford and Greater Manchester. Are you an excellent OUTREACH professional able to take and disseminate services we deliver at the centre to external organisations, agencies and harness opportunities to join up ideas, create new projects, work collaboratively in partnership with community individuals, groups and others?

Are you passionate about putting the views of local people at the heart of your work? Do you have experience of embedding a robust engagement approach in support of activity related to projects, implement projects, policy and service development?

Are you capable of maintaining quality outcomes in every aspect of your delivery for the Centre, ensuring we uphold our mission and objectives?

**About Us and You:**

We are commissioned by Greater Manchester Integrated Services and Langworthy Cornerstone Association is ‘Working to improve the health and wellbeing of the people of Salford and more specifically those of Seedley & Langworthy’, with further outreach to connect with GM projects to benefit local and GM initiatives,

**You:** Are you seeking to make a difference in the lives of people living in the communities we serve – to ensure we uphold strong values of a Centre run and shaped to make a real difference towards the purpose of the Centre; to serve with enthusiasm, commitment and contribute to a positive environment where people can thrive, develop as individuals, get involved in a variety of community activities and actively engage in the development of the Centre and projects as we strive towards our mission and objectives.

Are you a good communicator with people, good at managing resources, can you respond on the spot, use your initiative, work under pressure, meet deadlines, able to engage, initiate, implement and develop people and projects, can you work independently, as a member of a team, and work with various professionals at operational levels, some strategic on occasions and deal with large amounts of information from many sources on a day to day basis.

**What you’ll bring**

You will have proven experience in developing and maintaining effective local relationships with various groups of people, partner organisations and communities at a local and GM level. You will be able to demonstrate a wide-ranging understanding of outreach, engagement and partnership working, with experience of working directly with partner organisations and the people they represent to build relationships and influence local initiatives.

You will be skilled in delivering outreach and engagement activity – with experience of embedding a robust engagement approach in support of activity related to local projects, policy and service development in partnership with other organisations.

You will be able to advise on best practice approaches around engagement and have the ability to provide insight, intelligence and regular reports to support planning and decision making to meet LCA’s mission and objectives.

As well as the ability to proactively develop and maintain local relationships which deliver impact, you will be able to develop funding applications, relevant, targeted engagement activity and resources and effectively represent LCA at operational levels and community events.

**What we can offer you**

This is a permanent opportunity with a salary of £30,825-£32,115 per annum depending on experience.

**Benefits**

* 25 days holiday per annum (plus bank holidays)
* Flexible options to promote and support a good work/life balance
* TP Benefit Pension Scheme
* Commitment to learning and personal development
* We promote good physical and mental health and can provide additional support to staff via our employee assistance programme when required

**What next?**

If you have the skills, experience and passion to make a difference in this exciting role, we would really like to hear from you!

When completing your application, please ensure that you provide clear examples against the essential criteria, and where possible the desirable.

**LCA is an equal opportunities employer that cultivates and celebrates diversity. We want to recruit and retain a workforce that reflects the communities we serve. Whatever your background and identity, we are committed to making our recruitment practices as inclusive as possible for everyone.**

**We encourage and welcome applications from all backgrounds and are particularly keen to encourage applications from women, members of ethnic minority groups and people with disabilities who are currently under-represented within our workforce**.

For this opportunity, you must be able to prove you have the right to work in the UK - if in doubt please visit the following link [Employers' right to work checklist - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/right-to-work-checklist/employers-right-to-work-checklist-accessible-version).

**Job Vacancy**

**PERMANENT CONTRACT**

**Post: Langworthy Cornerstone Community Association Development / Engagement Officer**

**Location: Langworthy Cornerstone Centre and adjoining areas**

**Salary: £30,825-£32,115** **p.a. (full time)**

**Hours: 37.5 p.w. (Hours are flexible to ensure cover; core hours 9am-5pm**

**Mon-Fri, plus some evenings to cover activities, and occasional**

**weekend work for events etc.**

**TOIL system operated) plus TP pension**

**contributions, 25 days holiday plus B.H. per annum.**

**Accountable to: Chief Officer**

**Closing date: Friday Oct 17th 2025 - 5pm**

**Interviews week beginning Monday 27th October 2025**

**Job Details:** The Cornerstone is a vibrant and well used Community Centre, focusing on Improving the Health and Wellbeing of the local community and its people.

We generate great outcomes by providing a wide range of Health and Wellbeing activities. Your main focus will be to support our existing programmes and develop further opportunities for people to engage in other activities and other groups within the locality. You will be expected to develop outreach opportunities to local groups, schools and organisations.

You will work alongside the Volunteer Co-ordinator and other team members.

**Main Tasks :** Initially to draw together the 'menu' of existing and potential activities at the Cornerstone as well as engaging with local providers to create a wider range of opportunities as possible for inclusion in the health and wellbeing of the community.

You will be expected to research and draw together ideas and information to add value to the project and wider work towards the mission objectives of Langworthy Cornerstone Association.

You will develop a project delivery plan with special emphasis on the promotion and engagement of activities to meet the diverse needs of the community including safeguarding users, staff, volunteers.

You will take the lead on launching, delivering and developing projects and activities, with support from the Chief Officer, Centre Coordinator and

Langworthy Cornerstone Team, including partners both locally and GM wide.

You will be able to identify funding opportunities and complete funding

applications to support activities with support of the Chief Officer and Centre

Coordinator.

You will collect data and case studies about your work and produce monthly

reports to monitor progress and amend delivery as required.

You will report to the Centre Coordinator on a weekly basis and Chief Officer

on a monthly basis through appraisals of your work and regulate activity to

meet KPIs and quarterly reports.

**PERSON SPECIFICATION**

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| --- | --- | --- | --- |
| **Essential** | **Desirable** | **Application** | **Interview** |
| Must have experience of organising, facilitating and sustaining groups and activities at a local and GM level. | A relevant qualification (teaching, community development, social work) | **✓** | **✓** |
| Experience of working on a one to one basis with participants and in groups |  | **✓** | **✓** |
| Must have experience of working in a community environment | Experience of community development work  Experience of working with volunteers | **✓** | **✓** |
| Knowledge of a range of health and wellbeing issues, including healthy eating, weight management, increasing physical activity, reducing isolation, and sensible drinking. | Knowledge of the Public Health Agenda locally and nationally, and direction of travel. | **✓** | **✓** |
| Extensive experience of work in promoting health and well being including safeguarding policy and procedure and reporting mechanisms. |  | **✓** | **✓** |
| Must have excellent communication and be able to contribute to promotional activity in liaison with Communications Officer | Experience of organising & delivering a promotional campaign | **✓** | **✓** |
| Excellent organisational and prioritisation skills and ability to work to deadlines |  | **✓** | **✓** |
| Must have the ability to work as part of a team and show initiative where necessary. |  | **✓** |  |
| High level of numeracy and literacy | Educated to degree level or similar | **✓** |  |
| Reasonable I.T. skills including word processing, spreadsheets, data bases and emails. | Experience of designing simple leaflets and publicity using I.T. and software packages | **✓** | **✓** |
| Experience of being supportive and encouraging to people in difficult situations without being judgemental |  | **✓** | **✓** |
| Experience and understanding of maintaining confidentiality |  | **✓** | **✓** |
| Able to work some evenings and occasional weekends for special events |  |  | **✓** |
|  | Full Driving UK License and occasional access to a vehicle | **✓** |  |

Post is subject to satisfactory references, Enhanced DBS, pre employment medical clearance, and proof of legal working in accordance with the Asylum and Immigration Act 1996.

Induction, ongoing training and support provided.

For further information a job description and a application form please contact [Karen.Dyson@langworthycornerstone.co.uk](mailto:Karen.Dyson@langworthycornerstone.co.uk)

Visit our website <http://www.langworthycornerstone.co.uk>

Our Privacy Statement is available at:http://www.langworthycornerstone.co.uk/lca-privacy-notice.html

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