**Neighbourhood Development and Support Unit – Community Support and Development Officer Vacancies**

The Neighbourhoods Division is responsible for Birmingham’s Neighbourhood Advice, Neighbourhood Development, Cultural Development, Sport & Leisure, Community and Wellbeing Centres and Events, we operate a combined model of directly and externally managed services and these are delivered through various forms such as partnerships, community infrastructure, contracts with external parties, commissioned delivery etc.

We have several exciting opportunities to join the Neighbourhood Development and Support Unit (NDSU) as a **Community Support and Development Officer.**

The Unit is part of the Neighbourhoods Division within the current Neighbourhoods Directorate and is engaged in a dynamic and diverse range of innovative place-based work across the city at a neighbourhood and ward level including co-ordinating and supporting local community governance and community engagement- ward forum meetings and ward planning and priorities in all 69 wards, support for voluntary and community organisations across the city as well as leading on many of the key strands of work within Birmingham’s Localisation agenda as outlined in the “Working Together in Birmingham’s Neighbourhoods” policy statement adopted in September 2019 – these areas of work include supporting: -

* Neighbourhood Planning and the development of Neighbourhood and Parish Councils • Pioneer Places programme
* Development and support of Community Anchors
* external funding support and Community Infrastructure Levy locally based area initiatives,
* Community Asset Transfer and Assets of Community Value

We are seeking experienced, confident, outgoing and enthusiastic individuals with a tenacious approach to working with neighbourhoods, local councillors and community groups. You will take a thematic lead on one of the listed priority areas of work as well as being the geographic link for several wards.

The role is ideal for someone who has: -

* Substantial experience in place-based working at a neighbourhood level, networking and partnership working
* Able to work with the diverse communities within Birmingham
* Experience in delivery programmes and administering grants to community groups
* Is committed to motivate, support and influence at all levels through positive relationship building both internally and externally with neighbourhood and community groups to enable Birmingham’s neighbourhoods to be thriving, optimistic and resilient.
* Substantial experience of working at a neighbourhood level and with voluntary and community sector
* Strengthening Social Capital and Community cohesion
* Knowledge on external funding opportunities and administering grant programmes
* Good partnership working
* Asset based community development skills

**Interviews for this post will take place virtually via video conferencing. Shortlisted candidates will be provided with further information**

For informal enquires please contact Karen Cheney (Head of Neighbourhood Development & Support Unit on 0121 675 8519 or email [karen.cheney@birmingham.gov.uk](mailto:karen.cheney@birmingham.gov.uk)