**JOB TITLE:** Community Outreach Cohesion Coordinator

**BASED AT:** Shaftesbury Community & Recreation Centre

**RESPONSIBLE TO:** Director of Service

|  |  |  |
| --- | --- | --- |
| **Factor** | **Essential Criteria** | **Method of Assessment** |
| Qualifications & Experience | * A third level qualification or equivalent in Community Development or Race Relations including Good Relations   OR   * 2 Years’ work experience in a paid capacity in the areas of Community Development, Race / Good Relations | NB: Only those applicants who demonstrate clearly on their application that they have the required level of qualification/experience will be shortlisted for interview |
| Knowledge & Experience  Essential | * Proven ability to project plan, manage funding and monitor and evaluate projects * Knowledge of policy in relation to integration and racial equality and an understanding of the impact of the NI context on cohesion * Experience of working with both indigenous and migrant communities * Knowledge of the statutory, voluntary and community sector in South Belfast | Application form/interview |
| Knowledge & Experience  Desirable | * Experience of organising seminars and residential based events * Previous experience of directing and supporting volunteers * Knowledge of the change in demographics and community relations in South Belfast * Experience in working with language interpreters | Interview |
| Skills & Abilities  Essential | * Good communication skills, written and verbal * Ability to work as part of a team * Demonstrated ability to work within a multi agency setting * Computer literate, with experience of working with Microsoft (Word, Excel & Outlook * Ability to collate data, write reports * Demonstrated ability to work and relate well with a wide variety of people and to work in a culturally sensitive manner * Ability to work independently and as part of a team | Interview |
| Desirable | * Current UK full driving licence | Application |