

## Nettlesworth Community Centre

### Job vacancy: Freelance Centre Development Worker

Nettlesworth Community Centre stands at the heart of the communities of Kimblesworth, Nettlesworth and Plawsworth (four miles north of Durham), and is a crucial community space for a wide range of activities and projects. We host a range of youth and children's activities run by the Sacriston Youth Project, together with a Community Café, bingo clubs, dog training clubs, as well as activities promoting fitness and exercise, dance, and music. We are a Warm Welcome space, and provide the venue for many local family events, as well as an annual Summer Fun Day.

We are a charity (no. 1174075) whose object is to provide facilities for the benefit of the local community. We currently have six trustees, and are looking to conduct a major refurbishment of the building in the next few years.

We are looking for someone with good people-skills, leadership ability, and fundraising skills who can relate well to the community, volunteers and staff, offer inspiration and lead in an agreed direction as we look to develop our Centre and increase the activities that take place there.

The main tasks of the Development Worker will be:

- management of the centre's operations, managing and developing its income, resources, activities and projects, through grant funding and other income.
- Supporting Nettlesworth Community Centre to serve as a local hub engaging the local community and supporting their challenges.
- Managing volunteers, premises, administration/financial systems processes and working with various stakeholders: centre users, funders, service providers, partners and the general public.

The priority for the development worker will be applying for grants that will increase their own hours as well as grants to fund the centres operational and activity costs.

We currently have funding for one year, for someone who can work 6-8 hours per week, with the opportunity to do some work from home. Hours can be arranged with some flexibility. The salary will be in the range £22-£24 per hour depending on experience and qualifications.

If you would like further information, or to arrange an informal chat or visit please contact John Barclay on [john.barclay@durham.ac.uk](mailto:john.barclay@durham.ac.uk) or [enquiries@nettlesworthcommunitycentre.co.uk](mailto:enquiries@nettlesworthcommunitycentre.co.uk)