



Job description			
Job title	Community Builder		
Grade	G (SCP 19 – 22)		
Directorate	Communities & Neighbourhoods		
Service/team	Stronger Communities Team		
Accountable to	Stronger Communities Manager		
Responsible for	NA		
JE Reference	A5397	Date Reviewed	June 2025

Purpose of the Job

The Knowsley Council Plan 2025-2030 has a clear vision of ‘Supporting Knowsley’s People and Communities to Thrive’ and helping people overcome inequality. With a particular focus on delivering targeted support to encourage fairness and opportunity for those residents facing the biggest challenges.

The Community Builder is a new and exciting role working at a neighbourhood level to support Knowsley to be a place where strong and safe communities can shape their future. Listening to local people, improving relationships between the Council, its partners, residents, the Voluntary Community, Faith, and Social Enterprise Sector (VCFSE) and the associated initiatives in the community to enable increased community activity.

In this role you will develop and maintain strong relationships with community members, stakeholders, and partners and will champion the voice of the community to ensure their needs and concerns are heard.

In this role you will be identifying ‘community connectors’ from within the local area and the identifying local community assets.

You will work with diverse communities across the borough to develop a better understanding of local aspirations, collating the voices and views of local residents and community groups to help build a shared understanding of local priorities which can inform the development of future initiatives and activities.

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.



- Implement a strength-based approach to building communities and to the empowerment of local people to do whatever they can to make life better for themselves and for others - taking extra care to strengthen the involvement of vulnerable people and residents from underrepresented groups across the Borough.
- When required, utilise best practice approaches from components of Asset Based Community Development (ABCD).
- Focus on what is strong, (not on what is wrong). Work hard to change those aspects of social reality that are defined by residents as to need improvement whether they are within themselves, their relationships or where they live.
- Facilitate diverse opportunities for residents, including the vulnerable and those from underrepresented groups to feel good about themselves and their community in the neighbourhood(s) assigned to the role and to the wider community.
- Find the natural 'Connectors' out in the community and mobilise and work with them to find and support the whole community including the vulnerable and those from underrepresented groups in their neighbourhood ensuring the voice of lived experience is heard and feeds into the development of social regeneration plans.
- Develop, where necessary, a network of 'Connectors' and provide support to this network, signposting Information, Advice and Guidance as appropriate. Bring the 'Connectors' together regularly to exchange stories, develop action groups and map and build on community assets.
- Form relationships with local organisations, groups and individuals who want to adopt strength-based approaches to building stronger more inclusive communities and support mediation between individuals and groups where required.
- Support and if needed facilitate social events, (eg Ideas Fairs, Community Portrait Sessions), celebrations, and creative visioning exercises with residents to enable ongoing neighbourhood planning and the emergence of broader themes for community development.
- Support the development and evaluation of community-based programmes and activities – this may include documenting and capturing stories and outcomes (soft and hard performance measures), preparing reports and providing feedback as requested.



- Work closely with the Stronger Communities Coordinators, Insight and Intelligence Team and other relevant Council partners regarding evaluation, research and communications to ensure local stories from the learning site are being heard and shared.
- Respond appropriately to the unique community of your area whilst recognising and valuing the VCFSE Sector.
- Go about these tasks in ways that are consensus building and life-enhancing and in line with the values of the Council.

Knowsley Better Together – Staff Qualities



Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.