



JOB PACK

# Community Organiser

Apply by 23:59pm on Sunday 7 June 2026.

If you require this job pack in a different format or have any questions about the role, call 0117 903 0444 or email [enquiries@kwmc.org.uk](mailto:enquiries@kwmc.org.uk)

# Welcome and thanks for your interest

## Help shape fairer futures in Knowle West.

We're looking for someone who cares deeply about people, community and local change.

This role is about helping local people grow their ideas, confidence and leadership. You will support people to become changemakers in their neighbourhood. You might already live in Knowle West, have lived here before, or have built strong relationships and understanding through your work in the area.

If you enjoy bringing people together, spotting potential in others, creating opportunities and helping ideas grow into action, we'd love to hear from you.



Image Credit: Ania Shrimpton, Our Space Celebration 2022

## About KWMC

Knowle West Media Centre ([KWMC](#)) is an arts and community tech organisation and charity based in Knowle West, South Bristol. We are an ACE National Portfolio Organisation (NPO).

Our mission is:

**“Shaping fairer futures together, with arts, tech and care.”**

We've worked alongside the Knowle West community since 1996. What started as a photography project helping people tell their own stories has grown into a wide range of creative and community-led work, from digital making and immersive storytelling to climate action and neighbourhood innovation.

We believe local people hold the knowledge, creativity and leadership needed to shape the future of their communities. Our role is to create spaces, relationships and opportunities that help this happen.

We work with residents, artists, researchers, local organisations, businesses and public services to support community-led change in Knowle West and beyond.

Our programmes are rooted in community priorities. We work with, and are founding members of, the [Knowle West Alliance](#). From our purpose-built eco-building (KWMC: Leinster Ave) we run regular arts + tech capacity building and co-creation programmes for all ages.

### **Community spaces matter more than ever.**

At a time when many communities are experiencing division and inequality, we want to create welcoming spaces where people feel connected, listened to and able to make change happen together.



# Welcoming Everyone



Image Credit: Ibi Feher, A-Z of Care Card Launch 2022

We believe our work will be stronger with greater diversity. We want KWMC to reflect the communities we work with and warmly welcome applications from people who are underrepresented in the arts, charity and community sectors.

This includes people who identify as: working-class, disabled, D/deaf or neurodivergent, LGBTQIA+, visually impaired, and/or from global majority background (e.g. Black, Asian, mixed heritage).

We are committed to creating an inclusive and supportive workplace.

# Accessible Recruitment

We want to ensure our recruitment process is accessible for you. If you would like this information in a different format, require further information, need support with access requirements or an informal chat about the post please contact us by email at [enquiries@kwmc.org.uk](mailto:enquiries@kwmc.org.uk) or call 0117 903 0444.

You can find out more information about the recruitment process, ways to apply and support available in the 'How To Apply' section.



Image Credit: Ibi Feher, Creative Cuppa with PRRRRRT! 2024

# Role Profile

We are thrilled to have received Rayne Trust investment as part of the 'Where People Meet' grant funding programme and with this will be testing and showing how community spaces can act as hubs of everyday innovation and leadership.

We ask: What if every community space was a place where people's hopes and ideas for more equitable futures were heard, nurtured, and taken forward into real-world change?

The role will focus on finding and supporting local changemakers and "everyday innovators" to develop ideas, projects and leadership skills. Bringing on board the right collaborations to help local voices influence decision-making and policy.

Some projects might be small but powerful e.g. like bringing together tenants in the KWMC building, organising a community meal on a closed street, or helping neighbours test out creative ideas for improving local life.

Alongside this, the Rayne Trust funded programme will support local people to share powerful stories of change - to help demonstrate creative ways of measuring impact. This role would help spot stories and local story-makers and connect them to story training opportunities.



Image Credit: Ibi Feher, Knowle West Fest 2024

## We're looking for someone who:

- Is passionate about connecting people and opportunities
- Believes in people's potential
- Enjoys connecting people and ideas
- Is collaborative, creative and community-minded
- Understands the realities of long-term community development
- Has a positive, reflective and anti-discriminatory approach
- Can build trust with people from different backgrounds

Ideally, you'll have lived experience of Knowle West as a current or former resident, or deep experience working in the area.

You do not need to meet every single desirable requirement to apply. We value lived experience, relationships and community knowledge alongside formal experience.

# Job Description

Job title: Community Organiser

Hours: 2 days per week (fixed-term contract for 2 years). Occasional evening and weekend work may be required.

Salary: £12,183 per year (£30,051 full time equivalent)

Location: Knowle West Media Centre and across the neighbourhood

Working style: We have flexible working hours and can support some remote working

Line manager: Head of Adults Programme

Holiday entitlement: 25 days per year plus bank holidays pro rata. Actual 2 days per week entitlement TBC.

Benefits: Flexible working - we offer flexible working as standard. We are open to applicants outlining how they might do the job differently for access reasons.

Learning & Development - we invest in the growth and development of all our staff, including training, professional qualifications, conferences, and lots of opportunities to go and see work.

Cyclescheme - Cyclescheme is an employee benefit that saves you 25-39% on a new bike and accessories. You pay nothing upfront and the payments are taken tax efficiently from your salary by your employer, and there is no upper limit.

Wellbeing support - KWMC has an Employee Assistance Programme provided by Bupa that includes a free professional counselling and information service that is accessible to employees.

Pension - 3% employer contribution to a NEST pension.



Image Credit: Ibi Feher, Nature Works 2026

# Purpose

## To work with KWMC teams to:

- Identify, connect and develop new community leaders and changemakers.
- Build connections across and between existing local groups (both across Knowle West and within KWMC's building)
- Support new collaborations and projects

In addition, you will help form a community steering group and need to work in collaboration with staff from KWMC and the wider Knowle West Alliance.

## Key responsibilities:

You will be responsible for finding and connecting new community leaders and change makers with opportunities to develop their capacities as innovators, change makers or storytellers. You will work with KWMC teams to ensure activity develops the vision of becoming an 'everyday innovation hub' and meets the Rayne Trust investment and KWMC's NPO aims and objectives.



Image Credit: Scott Piggott, Artificial INKtelligence 2023

# Skills and Experience

## Essential

### Knowledge of:

- Knowle West and the local community
- Asset-based community development approaches
- Trauma-informed and anti-racist practice

### Experience in:

- Supporting and encouraging people and connecting them with opportunities
- Working with multiple partners and collaborators
- Project managing events, programmes or community activities
- Facilitation
- Supporting project evaluation

### Skills:

- Building relationships with people from different backgrounds
- Communication across different ages and communities
- Creative problem solving and collaboration
- Working independently and using initiative
- Event planning, delivery, risk assessments

## Desirable

- Supporting people to develop businesses or social enterprises
- Coaching or mentoring experience



# How to Apply

## Application deadline:

Sunday 7th June  
2026 (by 23:59pm)

## Interviews:

Tuesday 9<sup>th</sup> June

## Start date:

From 15<sup>th</sup> June

## To apply, please complete this short form

### You'll be asked to tell us:

- Why you're interested in the role (up to 250 words)
- How your experience and skills relate to the role (up to 750 words)

You can apply in writing, or by sending an audio recording or a video (up to 10 minutes)

Alternative formats are welcome and submitting in a different format will not affect your chances of being selected.



Image Credit: Diega Maeso, Filwood in Motion 2025

This role is made possible through funding from the Rayne Trust.



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