

We are hiring
in Harlesden!

in the making

3Space and We Made That are hiring a Local Community Coordinator to join our team to assist, plan, develop and run a programme of events and activities for the Harlesden Canalside project.

Are you early in your career and keen to build your skills in coordinating public engagement and events? Do you have direct links to networks of local young and under represented people in the area?

APPLY NOW! www.harlesdencanalside.co.uk
Deadline 5pm, 12th October 2020

ABOUT THE PROJECT

OPDC, in partnership with [Brent Council](#) and the [Canal & River Trust](#), is bringing forward exciting improvements to Harlesden Canalside.

To deliver the project, OPDC has appointed specialist community and commercial space operators, [3Space](#) and architects, [We Made That](#), and a wider consultant team to work closely with the local community to scope, deliver and operate the space. The project is part of a £1.2m community investment, funded by the [Mayor's Good Growth Fund](#) to bring forward a range of improvements to public spaces on the canal.

WHAT DOES THE ROLE INVOLVE?

This is a chance to develop an engagement programme directly with the team at 3Space and We Made That and be a key part of the Harlesden Canalside project.

- Work with 3Space and We Made That to support engagement and project development
- Produce and coordinate communication materials, both physical and digital
- Use your networks to increase local reach and participation, engaging and building relationships with local people representing a broad range of interests
- Spend time establishing new contact with harder-to-reach groups
- Assist in preparing, facilitating and documenting events

WHO ARE WE LOOKING FOR?

We're particularly interested in supporting an early career individual in developing their skills and experience in developing, coordinating and running a public engagement programme.

- Local to Harlesden with established networks and passion to get all types of people involved
- Excellent time management and organisation skills
- Confidence working independently and proactively
- Desire to contribute to lively, creative and productive team working
- Confidence in facilitating events and activities
- Excellent communication skills, open and easy to talk to

DETAILS AND HOW TO APPLY

The part time and flexible role will run from October 2020 to January 2021. A budget of £4,000 has been allocated to the Local Community Coordinator for an expected minimum of 20 days. A full job description and details of the application process can be found here:

www.harlesdencanalside.co.uk/local-community-coordinator

We particularly encourage applications from Black, Asian and minority ethnic, disabled and female candidates as these groups are under represented throughout the built environment professions.