

Colours of Redbridge (Creative People and Places) Community Engagement Officer

Introduction and context:



Colours of Redbridge is a programme of community-led arts and culture in the borough of Redbridge. It is part of Creative People and Places (CPP), a national programme from Arts Council England, empowering local people to decide what culture happens in their area.

Our evaluation to date shows we've reached new audiences through high-quality work, improving residents' lives through our projects. We're transforming arts and culture in the area from a low priority to a celebrated tool for daily life.

Our work includes a vibrant South Asian Truck Art project, a cultural food festival and a disability-led street carnival. Uniquely, we train local 'Community Producers' to develop and deliver projects, creating a more socially engaged, prosperous, and creative region. Our most successful initiatives are produced in-house with world-class creatives, guided by community engagement and a strong local voice.

In a time of economic and demographic change, we believe local empowerment can help to redefine Redbridge and transform it through culture. Our vision is for arts and culture to thrive in the borough, with residents feeling involved, valued, and empowered to lead cultural experiences.

Culture drives stronger, cohesive communities, and we aim to amplify under-represented voices, building a healthier, happier borough while addressing key challenges like the cost of living, health, and skills development.

Our mission: 'Exceptional local communities with big ideas, creating brilliant cultural experiences for Redbridge to enjoy together.'

Redbridge is an outer-London borough of over 300,000 residents in nearly 100,000 households. We are one of London's greenest areas with 35+ parks and open spaces. Redbridge has a rich history linked to the television and photographic industries and is among the most diverse boroughs, with over 50 nationalities and 100 languages spoken.

More information on our work can be found by reading our [2025 project summary](#), and 2024-2025 [evaluation report](#).

Colours of Redbridge is governed by a consortium of organisations led by [Vision Redbridge, Culture and Leisure](#) (VRCL) with representatives from the following local organisations: [Age UK](#), [Ekota Academy](#), [Community Action Redbridge](#) (CAR), [Friends of Loxford](#) (FOL), [Ilford Business Improvement District](#) (Ilford BID), [Muslimah Sports Association](#) (MSA), and [SPACE Studios](#).



JOB DESCRIPTION

Job title:	Community Engagement Officer (Ilford and Loxford)
Department:	Culture & Libraries (Colours of Redbridge, CPP)
FT/PT:	Part-time (3 days per week), fixed term contract until 31st March 2029 with a potential to extend subject to fundraising targets
Location:	Main office will be at Vision Redbridge Culture & Leisure, Redbridge Central Library, Ilford, IG1 1EA, with work required in other locations across Redbridge.
Salary:	Equivalent to £31,137 per annum pro rata (Grade VR5) – adjusted to £18,682 per annum 3 days per week
Reports to:	Colours of Redbridge Programme Director
Notice period:	Two months on either side following the successful completion of a six-month probationary period
Responsible for:	Community Producers, local organisations, venues/locations, contractors
Hours of work:	<p>24 hours per week (equivalent to 3 days) working flexibly to accommodate the needs of the programme. This role will necessitate working during evenings and weekends. We operate a Time Off in Lieu (TOIL) system, so that additional time worked is taken off.</p> <p>This role will necessitate occasional travel. Any business travel and accommodation will be reimbursed through expenses.</p>
DBS:	You will be required to provide the necessary documentation for the checks to be carried out. We also reserve the rights to request additional DBS checks anytime in the future.
Annual leave:	Equivalent to 25 days paid leave plus public holidays pro rata (reduced to equivalent for 24 hours per week).

The successful candidate will be employed by Vision Redbridge Culture and Leisure (VRCL) who are the grant holder and lead organisation for the Colours of Redbridge Consortium.

VRCL is an equal opportunities employer. We celebrate diversity and are committed to providing an inclusive environment for all our employees.

Key duties and responsibilities

Main purposes of the role

- To facilitate community empowerment and decision-making by creating an accessible and diverse engagement model for Colours of Redbridge.
- To meaningfully engage and sustain engagement with our target communities.

Responsibilities

Community Engagement

- To recruit, support and inspire a group of Community Producers for sustained involvement with Colours of Redbridge and ensure barriers are removed so that participants can shape arts and culture in the places they live.
- To research, develop and maintain a rich engagement network of local groups in your priority area, including charities, care homes, community groups, SEND provision schools and resident networks etc.
- To work flexibly to ensure the inclusion of all participants in response to their needs.
- To embrace the principles of Asset Based Community Development.
- As a member of the Colours of Redbridge team, you will become embedded in localities and work with a range of individuals, community groups, artists, and organisations at different stages of their journey.

Co-design and Participation

- To facilitate Community Producer meetings, allowing all voices to be heard and to ensure community voices drive the projects.
- To develop and implement methods of co-design and decision making so that the community are at the centre of the programme from start to finish.
- To enable people to commission and co-create extraordinary cultural programmes and unforgettable events that will inspire communities across Redbridge.

- To manage and develop strong working relationships with artists and arts organisations, assisting with production requirements for individual projects.

Marketing and Events

- To develop new and grow existing audiences for creative programmes and events through the delivery of appealing and original marketing campaigns, peer networks, local groups and online media.
- To support the delivery of events, including participation projects or activities which may be embedded as part of large-scale commissions.
- To promote and co-ordinate workshops/events that will empower participants to generate and develop their own ideas, leading to shared decision-making.

Skills and Support

- To identify skills gaps and develop skills provision in community members and community groups to further develop the project and ensure community-led culture can thrive in the borough.
- To support artists in the delivery of the programme, in particular with a community participation approach.
- To identify additional resources, opportunities, local funding and partnership possibilities to maximise project ambition and impact.

Evaluation

- To help evaluate the programme, whilst implementing an effective monitoring, research and evaluation strategy, ensuring the audience data is captured.
- To work collaboratively with the Creative People and Places national evaluation network, East London CPP Network and peer learning network to ensure learning from the programme informs the overall development of the programme.

Other

- To work within the policies and procedures of Colours of Redbridge

- To help to ensure programme activity complies with current legislation relating to Safeguarding, Health and Safety, Equality, Risk Management and GDPR
- Any other duties as may reasonably be expected for the effective delivery of the project

Please note that we actively encourage people from a variety of backgrounds to apply. We are particularly keen to hear from people from ethnically diverse backgrounds and from candidates who self-identify as D/deaf or disabled.

Personal specification

Knowledge and experience

- Experience of working in a role developing and sustaining a network of engaged community groups and individuals.
- A track record of engaging and amplifying the voices of underrepresented groups, especially older people, people who are D/deaf, disabled, neurodivergent or access mental health services.
- Experience developing models of community participation, such as steering groups and citizen assemblies, participatory budgets, co-designing projects, or community seed-funding grants.
- Experience of developing, coordinating, promoting, and facilitating arts or community projects such as events, performances, activity clubs, sports clubs, neighbourhood projects etc.
- An understanding of the lived experiences of communities in Redbridge, some of the issues they face, and some of the barriers and motivations to participate in community programmes.

Skills and ability

- Facilitation and active listening skills to ensure a wide range of opinions are equally and fairly heard and captured.
- Excellent written and verbal communication skills and an ability to form strong relationships and influence a range of stakeholders to ensure effective participation.
- Organisational skills including managing small budgets, reviewing basic Risk Assessments, and overseeing basic contracts or agreements.
- The ability to work flexibly during the course of employment as required (such as travel to different locations or working with individuals with differing needs).

Personal attributes

- Problem-solving and lateral thinking, finding new approaches to solve problems or apply unique approaches to challenges.
- Team player, working as part of a small team, supporting each other and ensuring we work together to make the biggest impact possible.
- Able to work under pressure, multi-task and to set and meet strict deadlines.
- Commitment to inclusion, diversity and equality.

Application process

To apply, please visit our website: <https://visionrcl.org.uk/jobs-careers/>

In the Supporting Statement section, please address how you meet **all of the criteria listed in the Personal Specification** on pages 7 and 8 of this Job Description (no more than two pages of A4). You will be shortlisted on how well you meet this criteria.

Closing date: Monday 13 April 09:00am

Interviews: Tuesday 21 and Wednesday 22 April

Anticipated start date: May 2026