



Job Title: Community Library Facilitator (Part-Time)

Location: Holmewood Community Library and TFD Centre, Broadstone Way, BD4 9BU

Reports To: Lauren Batty CEO

Salary: £14.12 per hour

Hours: 12 hours per week

Job Summary:

We are seeking a passionate and motivated Community Library Facilitator to join our team on a part-time basis.

Based within our vibrant Community Library, this role offers far more than traditional library work. The library serves as a welcoming community hub, receiving approximately 200–300 visits each month from adults, children, and families. It is often the first point of contact for local people accessing support, activities, and opportunities within our charity.

As a Community Library Facilitator you will play a key role in creating a warm and inclusive environment, building meaningful relationships with visitors, and helping people connect with the wider services and support available through our organisation. Whether facilitating creative activities, supporting library users, engaging with families, or signposting individuals to additional services, you will be helping to strengthen community connections and improve wellbeing.

This role is ideal for someone who enjoys working with people, is passionate about community development, and thrives in a varied and dynamic environment. The successful candidate will be adaptable, empathetic, and creative, with the confidence to engage people from diverse backgrounds and encourage participation in community activities.

This is a part-time position with flexible working hours. Due to the nature of our community programmes and activities, the role will require some after-school, early evening, and occasional weekend working. We are looking for someone who can offer flexibility to meet the needs of the community while maintaining a healthy work-life balance.

Experience facilitating workshops, creative activities, community projects, or educational sessions is desirable but not essential. Most importantly, we are looking for someone who is enthusiastic about making a positive difference and helping people feel connected, supported, and empowered within their community.

Key Responsibilities:

Facilitate Activities: Lead and facilitate a range of group activities, including creative workshops, community events, and school-based sessions. Encourage participation and create engaging, inclusive experiences that support learning, wellbeing, and social connection.



Community Library Services: Help create and maintain a welcoming, inclusive, and accessible community library environment. Support library users by providing information, promoting services, and encouraging community engagement. Assist with the day-to-day running of library activities and services.

Community Engagement: Build positive relationships with participants, visitors, volunteers, and partner organisations. Foster a sense of belonging and encourage active involvement in community activities and projects.

Participant Support: Provide a safe, supportive, and non-judgemental environment where individuals feel valued and heard. Offer appropriate support to participants during activities and signpost to additional services where necessary.

Activity Planning & Delivery: Assist with the planning, organisation, promotion, and delivery of activities and events that align with the charity's mission and community needs. Contribute ideas for new programmes, workshops, and initiatives.

Collaboration: Work closely with colleagues, volunteers, schools, and community partners to ensure activities run smoothly and effectively. Support the ongoing development and improvement of services through teamwork and shared learning.

Monitoring & Evaluation: Gather participant feedback and maintain appropriate records. Support the evaluation of activities by monitoring engagement, outcomes, and impact.

Safeguarding, Confidentiality & Data Protection: Adhere to all safeguarding policies and procedures, ensuring the welfare, dignity, and safety of all participants at all times. Maintain appropriate professional boundaries and handle sensitive information with discretion and confidentiality. Ensure all personal data is collected, stored, and processed in accordance with GDPR and the organisation's data protection policies.

Skills & Experience

Essential

- A commitment to community empowerment, inclusion, and supporting individuals to thrive.
- Ability to create a safe, inclusive, and respectful environment for all participants, volunteers, and visitors.
- Ability to build positive relationships.
- Good organisational and time-management skills.
- A proactive, flexible, and collaborative approach to work.
- Commitment to safeguarding and equality, diversity, and inclusion.
- Strong IT and administrative skills, including the ability to use email, databases, Microsoft Office, and other digital systems accurately and efficiently.
- Excellent interpersonal and communication skills.



Desirable

- Experience facilitating workshops, group activities, or community programmes.
- Experience working or volunteering within a charity, education, library, or community setting.
- Knowledge of community development principles.
- Understanding of safeguarding practices and procedures.

Qualifications:

- **Desirable:** A background in education, social work, community development, or a creative discipline.
- **Essential:** A genuine interest in community empowerment and supporting individuals in their personal growth.

Personal Qualities:

- Warm, approachable, and empathetic.
- Creative and enthusiastic.
- Reliable and self-motivated.
- Adaptable and willing to take initiative.
- Passionate about making a positive difference within the community.

About Beyond the Margin:

Mission

Beyond the Margin is a local charity dedicated to empowering individuals by providing education, therapeutic support, and creative initiatives. We are committed to supporting people facing inequalities through delivering community based interventions that empower, enhance skills, build resilience, improve well being and raise aspirations. We create a nurturing, safe space where healing, growth, and transformation are possible allowing everyone to thrive and reach their full potential.

Vision

We believe every individual can realise their full potential, free from inequalities or the constraints of trauma and adversity.

Values - SPARK

S - Supportive - We work to support the people and communities in which we serve

P - People-focused - We are relational and place people at the centre of everything that we do

A - Asset based approach - We are committed to an asset-based approach, our passionate team believes in the potential of the people and communities we serve. By focusing on their strengths, we strive to facilitate positive change and growth.



Igniting potential

R - Respectful - We are non judgemental and respect everyone's opinions and beliefs and treat everyone with dignity, ensuring inclusivity and celebrating diversity

K - Kind - We act within our communities understanding shared experience, with our focus on creating a safe and supportive space for healing and growth.

How to Apply:

To apply, please submit your CV and a brief cover letter outlining your experience and why you're passionate about this role to lauren@beyondthemargin.org

Beyond the Margin is committed to equal opportunities and diversity. We welcome applications from all backgrounds and communities. If you require any adjustments during the recruitment process, please let us know.

Applications close 17th July 2026