



Job description			
Job title	Community Builder (Physical Activity)		
Grade	G (SCP 19-22)		
Directorate	Communities & Neighbourhoods		
Service/team	Environmental Sustainability Team		
Accountable to	Sports Development Officer		
Responsible for	NA		
JE Reference	XXX	Date Reviewed	December 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 (Physical Activity) is a new and exciting role working across Knowsley to help create a place where communities can shape opportunities to be active. Funded through Knowsley’s Sport England ‘Place Partnership’ work, this role will involve listening to local people, improving relationships between the Council, its partners, residents, the Voluntary Community, Faith, and Social Enterprise Sector (VCFSE) and the sport sector, you will support initiatives in the community to enable increased physical activity across Knowsley.

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 around being active are heard and supported.

In this role you will be identifying ‘community connectors’ from within the local area and community assets where local people want to be active – whether they are leisure facilities, parks and green spaces, community centres, town centres or wherever local people want to move more.

You will work with diverse communities across the borough to develop a better understanding of local aspirations around activity, 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 physical activity with 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 inactive people and residents from underrepresented groups across the Borough.
- When required, utilise best practice approaches from components of Asset Based Community Development (ABCD).
- Work with residents to remove physical, social and perceived barriers to physical activity in communities across Knowsley, finding innovative solutions and supporting positive change.
- 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 under-represented groups in their neighbourhood ensuring the voice of lived experience is heard and feeds into the development of physical activity opportunities.
- Form relationships with local organisations, groups and individuals who want to adopt strength-based approaches to building more active communities and support mediation between individuals and groups where required.
- Support with booking of facilities, procurement of equipment and training and other supporting functions for groups to facilitate sport and physical activity provision in communities in Knowsley.
- Support the development and evaluation of community-based programmes and activities – this may include capturing stories and outcomes (soft and hard performance measures), preparing reports and providing feedback as requested.
- Work closely with the Sports Development Officer, Stronger Communities Coordinators, Insight and Intelligence Team, Volair and other relevant Council partners regarding evaluation,



research and communications to ensure local stories from the learning site are being heard and shared.

- Connect with other local authorities, Merseyside Sports Partnership and other partners across the Liverpool City Region on the wider Liverpool City Region ‘Place Partnership’ programme funded by Sport England.
- Respond appropriately to the unique communities that you are working in whilst recognising and valuing the voluntary and community sectors.
- Go about these tasks in ways that are consensus building and life-enhancing and in line with the values of the Council.

As part of your role with the Council, you share a collective responsibility to support and champion children and young people who are cared for by the Council and young people who are care experienced. Children and young people tell us that including this in all job descriptions “is good” because they want all Council employees to understand how important it is to “treat children in care and care experienced young people as they would their own”. We ask that you do this with the same commitment, care and ambition that any parent would, regardless of your job role or service area. Children and young people tell us that they want all Council employees to be “genuine”, helping to create a supportive environment, remaining alert to any worries and concerns, and ensuring that safeguarding is promoted and responded to appropriately.

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.