

Community & Environmental Support Officer – Grade 6

Job purpose

At Kirklees we want to be innovative and creative in the way we work with partners and communities to deliver our services. We know we have challenging times ahead, so we are always looking for better and smarter ways to work.

This job is split into two focused areas, one within Safe and Cohesive Communities and the other within Environment and Climate Change. Job focus sheets are provided for each role please ensure that you read the focus sheet for the job you are applying for.

The role within the Safe and Cohesive Communities Service which will provide excellent links to Community Safety professionals, Community Engagement specialists, Elected Members and local people which will be vital to the delivery of the post

The post contributes towards the delivery of the Kirklees Community Safety Partnership Plan which brings together partners and communities to tackle shared issues such as reducing crime / fear of crime, tackling anti-social behaviour, and protecting people from serious harm such as domestic abuse, child sexual exploitation and human trafficking.

The role within Environment and Climate Change – Our vision is to be a district that combines a strong, sustainable economy with a great quality of life - leading to thriving communities, growing businesses, high prosperity, and low inequality where people enjoy better health throughout their lives. Greenspace Action Team (GAT) has a direct impact on achieving this for businesses and residents, by cleaning grot spot, doing low level maintenance work including working on Public Rights of Ways.

This role is based within either [Adults and Health](#) or [Environment and Climate Change](#) Find out more about [working for Kirklees](#).

Key areas of responsibility

Safe and Cohesive Communities

Your focus is to work with members of the public, partners, and communities to understand and address community safety issues at the earliest opportunity, ideally by preventing them in the first place.

You will engage with communities to address community safety issues through reporting concerns but ideally taking pride and ownership over their local area.

You will work as part of a team tackling personal, nuisance and environmental anti-social behaviour and thereby improving the quality of life for all across Kirklees.

You will provide a high-profile on-street presence to support national and local agendas to reduce anti-social behaviours. You will engage with individuals, groups and communities and undertake environmental improvement work.

Greenspace Action Team

Undertake local environmental improvement work to reduce anti-social behaviour and to support strategies to sustain or improve the quality of environments.

Gather evidence to support the Service to tackle environmental anti-social behaviour.

As an officer providing a visible on-street presence you will wear a Kirklees uniform and be issued with appropriate protective clothing.

Light maintenance work is undertaken including removal of graffiti, dealing with overhanging vegetation and removal of unlawful signage, or littering and small scale on-street maintenance.

Both Teams

You will provide a visible presence to deter, observe, report and act on community safety issues or to identify and provide information in support of environmental improvement work.

Liaise with other Council services e.g., schools, outreach groups, community groups, Homes and Neighbourhoods and other agencies throughout Kirklees e.g., the Police to help tackle anti-social behaviour, reducing the fear of crime, report and act upon environmental issues and promote community cohesion and local area improvements.

Accurate records are maintained, and letters, reports and witness statements are produced as necessary to support the implementation of Council policy. Attend Court acting as a witness as appropriate.

Support promotional and publicity campaigns; this may include being a representative of the Service at relevant events and meetings.

Develop and maintain local links with colleagues from other Council Services, the voluntary sector and external agencies to achieve the aims of the Service.

Provide regular feedback in order to ensure the effective performance of the Service.

Working with a variety of people, engage and develop relationships quickly and challenge behaviour appropriately.

Your pattern of work will be flexible to provide responsive services.

Position of job in organisational structure

See specific Job focus sheet.

Employee Specification

See specific job focus sheet.

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive

- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 1. Find out more about [Council Behaviours and Expectations](#).

General information

See your responsibilities related to [Safeguarding](#).

Able to work unsocial hours

Driving licence or able to travel independently across Kirklees, exceptions maybe made for disabled candidates.

DBS check at the appropriate level

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

For Office Use Only:

Job Category	Communities	Grading ID	13443
Job ID	80102205	Last Updated	October 2021
Job Focus	No	Career Progression	No

Contractual Variants

DBS Category	Adults & Children	DBS Type	Enhanced
Health Check	Yes	Politically Restricted	No
24/7 working	No	Public Holidays	Yes
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR	M Lunn		