



Pembrey and Burry Port Town Council
Vacancy: Community Engagement and Events Officer

Pembrey and Burry Port Town Council have an exciting role for a **Community Engagement and Events Officer**, someone with proven experience in community engagement and a thorough understanding of stakeholder engagement; a fast learner who is self-motivated to take the initiative and generate ideas with a minimum of supervision.

You will be a positive, creative and proactive individual with excellent communication skills who can engage with businesses, community groups and stakeholders to develop relationships and support community engagement.

In short the role is to:

Lead on developing relationships and engaging with external stakeholders through developing new relationships, generating participants and volunteers and providing information and advice.

Organise and oversee community service projects and events; supervise volunteers; develop funding strategies; manage social media platforms; project management of community programmes and events and through networking and face to face events and to increase local awareness of the Town Council.

If this is you then the role we are offering is full time, including some weekend working when events are taking place.

For more information and how to apply – **by Friday 28th February 2025** – please email shan.loudon@pembreyburryport-tc.gov.uk