



Sustaining Communities Officer

Location: Dumfries & Galloway (home based, with a notional base of Stranraer, covering the West of the region).

Salary range: £28,754 - £36,414 + competitive benefits package

Contract Type & Hours: 35 hours each week, worked Monday to Friday. Fixed term contract to 31st October, 2025.

About Us

Loreburn is a registered social landlord (RSL) and Scottish Charity, with 2,700 homes across Dumfries & Galloway. Established more than 40 years ago, our vision and mission is to 'create great places to live' by providing good quality, well maintained, and affordable homes.

As a community-based association, we place our tenant facing services at the heart of the communities we serve. Our 'Hub, Home & Roam' working model allows our team to work flexibly, ensuring they can be where they're most needed, supported by the right tools and resources to deliver on our commitments to tenants and communities.

The Role

In this rewarding role you'll be the bridge between our tenants and the support they need to build independence and maintain secure, successful tenancies. You'll work alongside a supportive team of Neighbourhood Officers and Income Officers to make a real difference to the lives of our tenants.

You'll work with tenants in their communities, helping them access vital resources and services to secure any financial assistance through benefits and grants that may improve their ability to manage their home and finances. You'll connect people with local training and employment opportunities, to help them build a brighter, more independent future.

You'll also lead a small team of volunteer Locality Agents, who will act as eyes and ears in communities, helping you identify and address tenants' needs at an early stage.

While the role is home based, it will involve regular travel to local communities to meet with tenants in their homes, as well as attending in person meetings and training.

What we're looking for

If you're passionate about community work and ready to learn, we'd love to hear from you – even if you don't meet every single requirement.

The ideal candidate will:

- Care deeply about improving lives, particularly those facing challenging circumstances
- Be self motivated and comfortable with both lone and team based working, taking a proactive approach to managing tasks and responsibilities.
- Deliver an exceptional service experience, demonstrating empathy, patience and resilience
- Have strong organisational skills and able to self manage to meet objectives and deliver outcomes.
- Be confident to make decisions and use initiative when needed, taking a pro-active approach, working independently and without close supervision.
- Be IT literate and confident across most Microsoft packages.

As a home based role, the ability to work from home in a suitable space, along with access to broadband is required. A full driving licence and access to a vehicle will also be necessary.

Please take a look through the role profile for more information about the role, what's required, and the skills and competencies we're looking for.

Working with us:

Along with a supportive work environment and a collaborative culture, we offer generous benefits and a great work/life balance.

- Competitive pay and rewards
- Matched pension contributions up to 8% and life cover of 3 x salary
- Salary sacrifice options for pension contributions
- 8 weeks paid holiday (pro-rata) which includes 12 fixed public holidays and a Christmas closure
- Westfield Health Plan – contributions towards a range of services including dental, optical, therapies, counselling and wellbeing services.
- Employee discounts including cashback and high street retail and gym discounts
- Family friendly policies
- Flexible working and a Hub, Home and Roam working model

- Support for continuous professional development and protected learning time
- Strong values-based culture offering autonomy and empowerment

For a confidential chat about the role, please contact David Ewing, Community Team Manager West on 07593530315 or at DavidE@Loreburn.org.uk

How to Apply

Apply by completing the online Recruitment Application Form which can be accessed [here](#).

Closing date for applications: Wednesday 8th January 2025

Interview date: Thursday 16th January 2025

We're committed to making our recruitment practices as accessible as possible for everyone, this includes making any necessary adjustments. If you need us to do anything differently as part of the recruitment process, please let us know.