

**Post****Community Hubs Development Coordinator
(Opening Doors Programme)****Salary**

£27,054 per annum

Hours

30 hours per week

Location Base

TVA Office and Outreach

(Funded through Aneurin Bevan University Health Board, fixed term 12 months)

Torfaen Voluntary Alliance is seeking a Community Hubs Development Coordinator to support the next phase of the Opening Doors programme, a network of 35 community hubs across Torfaen.

This role will lead a structured review and alignment of the Opening Doors model with the Integrated Services Partnership Board (ISPB) and the emerging place-based primary care approach, helping to strengthen how community hubs support health, wellbeing, and community resilience.

About the Role

You will coordinate engagement with community hubs, anchor organisations, statutory partners, and residents to:

- Map and review existing community hubs across Torfaen
- Assess accessibility, inclusivity, and alignment with health and wellbeing priorities
- Support the identification of anchor organisations within each place area
- Contribute to the development of a clear, recognised framework for community hubs
- Ensure community intelligence and lived experience inform decision-making

You'll play a key role in shaping a model that not only works locally but has the potential to scale regionally across Gwent.

About You

We're looking for someone who is:

- Has experience in community development, partnership working, or project coordination
- Understands the voluntary and community sector and place-based approaches
- Is confident engaging with a wide range of partners and communities
- Has strong communication, organisation, and reporting skills
- Shares a commitment to inclusion, accessibility, and community empowerment

Why Join Us?

At TVA, you'll work at the heart of community, voluntary sector and statutory collaboration, helping to shape how communities connect into health, wellbeing and prevention services. You'll be part of a small, committed team, leading meaningful work, building strong community connections and contributing to lasting local impact.

How to Apply: For an application pack, visit our vacancies section [here](#) or email recruitment@tvawales.org.uk to request a pack.

Completed applications should be sent to: recruitment@tvawales.org.uk

Closing Date: Noon, Tuesday 27th January 2026

Interviews will be held on Monday, 2nd February

For an informal chat or more information about the role, please contact Zoe at zoe@tvawales.org.uk or 01495 365610.

Torfaen Voluntary Alliance is committed to creating a diverse environment and is proud to be an equal opportunities and disability confident employer.

All applicants will receive careful consideration for interview.

