

Community Cohesion Project Coordinator

Description and Specification

Position posted Sep 2025



“Help shape a Swansea where everyone feels at home.”

With the 2026 Senedd elections fast approaching, Swansea has a crucial opportunity to strengthen community bonds and champion inclusion. As part of the Community Cohesion team, you'll be one of up to three Project Coordinators helping to bring people together through events, storytelling, and conversations that matter.

This is a voluntary opportunity rooted in connection and teamwork. You'll collaborate with fellow coordinators & other organisations, to shape local gatherings, support meaningful dialogue, and spark ideas that celebrate diversity and belonging. Whether it's planning an activity, engaging with residents, or finding creative ways to build trust, you'll never be doing it alone.

Each coordinator will bring something unique—and together, you'll help Swansea send a clear message: that empathy, unity, and friendship are the foundations of a city where everyone feels at home.

About Swansea City of Sanctuary

Welcome to SCoS and thank you for considering becoming a Project Coordinator!

We are a network of people and organisations in Swansea working together to promote a culture of welcome for all, especially refugees and asylum seekers looking to rebuild their lives here. We are part of the wider movement organised by City of Sanctuary UK.

The trustees, together with our volunteers, work to make Swansea as welcoming as can be. We host regular coordination and networking meetings to promote cross-group dialogue, form shared messages to influence local policies and culture, and platform the voices and experiences of local refugees.

A core activity we have been developing is promoting community cohesion by holding or supporting positive, welcoming events with local organisations and people. At events across the city, we have been finding ways to help anyone feel welcome and to share stories of how refugees have contributed to our society. This is the area we are seeking to develop and which you would share responsibility for.

The Sanctuary Awards stream is an initiative developed by City of Sanctuary UK to enable organisations to learn about asylum issues, embed a culture of welcome, and then share their learning and practice. We contribute to this initiative in Swansea by providing support to applicants and by participating in assessment panels for the awards. Swansea has a number of award winners, which include schools, museums, art galleries and churches. Encouraging organisations to apply for an award in one of the streams of sanctuary is one of our major objectives. Many award holders may be interested in holding or supporting community cohesion events, but we have been unable to develop these opportunities to date - this is where you would come in!

As we celebrate 15 years of success, we are entering into an exciting period at SCoS. We have just achieved charity status, reaffirming our vision to make Swansea a place of welcome and community. As a new project coordinator, you would help us shape that vision and make it reality.

About the Project Coordinator Role

The project coordinator(s) will work across the city and county of Swansea to network and develop community cohesion events in line with Swansea City of Sanctuary's charitable objects. They will share responsibility for promoting a culture of welcome both locally and across the city, working to promote the sanctuary movement by developing events with local people but also by encouraging membership of Swansea City of Sanctuary.

Project Coordinator role description

- Plan and deliver community cohesion events in and across Swansea with local communities as part of a small team of volunteers.
- Actively participate in local networks and places to identify areas in which to hold effective community cohesion events, especially in areas hosting refugees and areas that may be less welcoming.
- Be a champion for cohesion and asylum rights, promoting a message of welcome and being an example of how to speak about asylum issues.
- Grow the membership base of Swansea City of Sanctuary by promoting our message of welcome and supporting people to get involved through community cohesion events.
- Work with local asylum seekers and refugees to support them to be more involved and understood in their local community.

What we are looking for

- You will be a confident communicator and planner and will have experienced delivering events at different scales with diverse people who may be new to holding events.
- Someone with a passion for people and bringing them together, especially across divides.
- A strong commitment to diversity and inclusion, ideally including an awareness of issues faced by asylum seekers and refugees in the UK.

Time Commitment

- As a voluntary role, this post is flexible and open-ended.
- As part of a team, you will aim to deliver one community cohesion event per month, with support from local people and members of Swansea City of Sanctuary.
- You will need to attend regular meetings of the Management Committee to report on progress (usually once per month).
- You may be asked to attend training and networking events, especially where this would grow the team involved with developing community cohesion events and membership of Swansea City of Sanctuary.

Benefits of volunteering with Swansea City of Sanctuary

You would be an integral part of supporting our aims to promote a culture of welcome for all, especially refugees and asylum seekers looking to rebuild their lives here

You will be working with a group of like-minded people who want a better world.

You will gain experience & understanding of a wide range of important issues

Expenses

All Trustees are entitled to claim reasonable travel and subsistence expenses in carrying out their duties. This includes travel to and from meetings and food/refreshments at evening or weekend events. Any Trustee or connected person cannot be employed or receive payment from the charity or any other financial benefit other than reasonable agreed honorariums payments in line with the memorandum and articles of association.

Expenses

Equality and Diversity Statement

As a group that promotes welcome, we are committed to promoting an inclusive environment in which anyone who shares our values is welcome.

We especially welcome enquiries and applications from people who have lived experience of seeking sanctuary. It is important to us that the charity is and remains led by people who have sought sanctuary in the UK and especially in Swansea.

Apply

To apply for a Community Cohesion Project Coordinator role, please email us at swansea@cityofsanctuary.org with an expression of interest. Include a summary of your relevant experience why you feel you would be suited to the role.