

**EAST
SIDE**
PARTNERSHIP

BELFAST HISTORIC WATERFRONT

HERITAGE ENGAGEMENT OFFICER
RECRUITMENT PACK



**MARITIME
BELFAST**



Job Specification

Heritage Engagement Officer – EastSide Partnership

Job Reference: ESP/MHEO26

Location: EastSide Partnership, Avalon House, 278 Newtownards Road, Belfast, BT4 1HE

Reports to: EastSide Tourism Manager

Salary: Annual salary of £33,916.86, plus 7.5% employer pension contribution. Annual salary increments are agreed by the Board of Directors

Contract: 2-year fixed term (subject to funding)

Hours: 37.5 per week (some evenings/weekends required)

Annual Leave: 25 days per year plus statutory holidays.

Probation: 6 months

EastSide Partnership is only able to accept applications from those individuals who are currently eligible to work in the UK. We will only interview those applicants who appear, from the information provided, to be the most suitable in terms of the person specification.

EastSide Partnership (ESP) is a charity leading the regeneration of east Belfast. We work alongside community-based organisations, elected representatives, statutory agencies and local businesses, to deliver a wide variety of projects seeking to benefit residents, visitors and our neighbours.

About the Project

In October 2025 the Belfast Historic Waterfront was officially designated a Heritage Place by the National Lottery Heritage Fund, one of only 15 across the UK and just two in Northern Ireland in recognition of the area's national heritage significance. This designation creates a unique opportunity to place local communities at the heart of how the city's waterfront is understood, protected and shaped. A key priority for the Belfast Historic Waterfront is the delivery of a comprehensive two-year capacity-building programme that empowers communities to fully engage with and contribute to our Heritage Place. EastSide Partnership is working with Maritime Belfast Trust and other key anchor organisations to design and deliver the programme. A cornerstone of this approach is the creation of three dedicated capacity building roles, embedded within inner South, inner East, and inner North Belfast communities. These officers will act as connectors and catalysts for change, ensuring local voices actively shape and influence

the Belfast Historic Waterfront, bringing communities back to the water. They will play a key role in aligning with existing local area action plans and strategies ensuring added value and preventing duplication.

The officers will spend 70% of their time in their respective local community, building relationships, driving engagement, co-creation and delivering projects to fully realise Heritage Places opportunities. The remaining 30% will focus on supporting wider waterfront communities to benefit from shared learning and local expertise and therefore strive towards a fully collaborative approach to the Belfast Historic Waterfront.

This role offers an opportunity to lead meaningful, community-led heritage activity that enriches neighbourhood life in East Belfast and surrounding waterfront communities through connecting local people and their stories to Belfast Historic Waterfront.

Purpose of the Role

The main purpose of this role is to be responsible for the planning, coordination and delivery of a local Maritime Heritage capacity building programme. This will be located in Inner East Belfast in partnership with Maritime Belfast Trust and funded through the National Heritage Lottery Fund, reconnecting local communities to the Belfast Historic Waterfront. The role will act as a connector and catalyst for change, ensuring local people actively shape and influence the Belfast Historic Waterfront, bringing communities back to the water.

The role will build capacity amongst communities by providing projects and initiatives to build relationships and drive engagement to fully realise the Belfast Historic Waterfront as a Heritage Place. It will focus on supporting wider waterfront communities to benefit from shared learning and local expertise. It will also work with key expertise in EastSide Partnership on local biodiversity initiatives.

Key Responsibilities

- Design, coordinate, and deliver a programme building the capacity of local communities to engage with heritage through engagement activities including workshops, talks, exhibitions, walking trails, oral histories and digital content.
- Strengthen connections between people, heritage and nature by linking with the Connswater Community Greenway, encouraging active travel through walking and cycling routes from industrial East Belfast to the Belfast Historic Waterfront, reigniting the historic connectivity.
- Work with key expertise in EastSide Partnership on local biodiversity initiatives to support a Biodiversity Audit and Plan aimed at preserving and enhancing local ecosystems to halt/reverse loss and introduce new biodiversity opportunities

- Work collaboratively with community organisations, schools, heritage bodies, museums, archives, local authorities, funders, and cultural organisations.
- Develop creative and participatory approaches to interpreting East Belfast's maritime heritage and connecting to the wider Belfast Historic Waterfront.
- Ensure activities are accessible to a wide range of audiences supporting intergenerational engagement and ensuring underrepresented voices are included.
- Collaborate with local communities and stakeholders to bring the waterfront to life through vibrant programming, enhancing existing events and creating new maritime heritage events that inspire engagement, celebrate local identity and support communities to reconnect to the Belfast Historic Waterfront.
- Support research into East Belfast's maritime history, including shipbuilding, industry, workers' stories, and social heritage.
- Attend relevant training and represent the project at relevant meetings, networks, and events.
- Support the development and implementation of a Waterfront Community Heritage Forum
- Work in collaboration with stakeholders to develop and deliver a small grants programme.
- Work in collaboration with EastSide Partnership projects (EastSide Arts, EastSide Learning, EastSide Greenways, EastSide Property, Neighbourhood Renewal) on opportunities to align local projects and connect with Belfast Historic Waterfront.
- Manage evaluation of project including collection of qualitative and quantitative data including feedback, case studies and reports.
- Provide regular updates and reports to EastSide Tourism, Inner East Belfast Neighbourhood Renewal Partnership, Maritime Belfast Trust and the National Heritage Lottery Fund.
- Identify and sustain relationships with potential partnering organisations from statutory, voluntary and community sectors.
- Undertake such other relevant duties for EastSide Partnership as may from time to time be required

Essential Candidate Competencies

Candidates must clearly demonstrate how they meet each component of the criteria outlined below, and provide exact dates including month and year

- Third level qualification or a minimum of 3 years' experience gained in the last 5 years in a relevant field e.g. Community, Heritage, Communication, (Please note relevance should be clearly demonstrated)
- 5 GCSE's (Grades A – C) or equivalent/comparable including Mathematics and English Language.

Applicants must list all subjects, grades and level attained

A minimum of 2 years gained in the last 5 years of

- Experience of delivering community-focused projects
- Experience of stakeholder engagement
- Experience of organising training events and/or programmes
- Experience of managing project budgets

Desirable

- Experience working in or with heritage, regeneration, environmental or cultural programmes.

Key skills, Knowledge and attributes

Essential

- Good IT skills including ability to confidently use MS Office suite
- Excellent communication skills (Oral and Written)
- Ability to work as part of a team

Desirable

- Genuine interest in celebrating local history, heritage and stories
- Knowledge of Belfast's Maritime Heritage, Waterfront or inner-city communities.
- High degree of self-motivation and initiative
- Ability to act diplomatically and persuasively

We reserve the right to enhance the criteria as we see fit in the event of a large volume of applications.