

Daniel Okoro

Community Organiser

Leeds | 07700 900102 | daniel.okoro@example.com

Profile

Community organiser with practical experience bringing residents, volunteers and local services together. Skilled in planning accessible events, recruiting and supporting volunteers, and turning feedback into clear actions. Looking to contribute inclusive outreach and dependable coordination to a neighbourhood programme.

Relevant skills

Community engagement

- Built relationships with tenant groups, schools and food projects while volunteering with Eastbank Neighbours.
- Ran doorstep and telephone outreach that brought 63 residents into a winter energy-advice programme.

Event and project coordination

- Planned six low-cost community workshops, covering venues, risk checks, speakers, publicity and volunteer rotas.
- Kept delivery within a £1,200 grant and gathered feedback from 118 attendees.

Communication

- Write plain-English social posts, flyers, volunteer briefings and short funder updates.
- Facilitate small meetings so quieter participants have time to contribute.

Administration and digital skills

- Maintain consent records and attendance data using Excel and Google Workspace.
- Produce action lists, follow up owners and handle personal information carefully.

Experience

Volunteer Project Lead | Eastbank Neighbours, Leeds | January 2024–present

Part-time Front of House Assistant | Lantern Arts Centre, Leeds | August 2022–present

Community Research Project | North Leeds Adult College | February–May 2023

Education and training

Level 3 Award in Community Development | North Leeds Adult College | 2023

Emergency First Aid at Work | 2024

A levels: Sociology, English Language and Media Studies | 2021

Additional information

Available for occasional evening and weekend events.