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**WE ARE RECRUITING FOR A SALARIED POSITION!**

**VOLUNTEER DEVELOPMENT OFFICER, ‘ACTION FOR JOBS’, PRESTON**

**STRENGTHENING COMMUNITIES – PASSPORT TO HEALTH AND EMPLOYMENT**

Community CVS are recruiting for a Volunteer Development Officer (FTE salary £21,859, 30hrs per week) for the Preston area on the Strengthening Communities Passport to Health and Employment Project, otherwise known as “**Action for Jobs**”.

You will be recruiting and supporting people who are unemployed or economically inactive to achieve job search, employment, and education, utilising volunteering as route to enhancing employability where appropriate.

This is an exciting project funded until 30th September 2023 by external projects and by the European Structural and Investment Funds. The project is led by Community CVS and delivered through community infrastructure partners in Lancashire.

We are seeking someone with passion and drive to engage local contacts and networks, to recruit unemployed and economically inactive people, improve peoples’ employment and educational prospects by supporting them into opportunities to gain experience/ confidence, learning opportunities and employment and education.

You will be a highly motivated ‘people person’, experienced in supporting adults to achieve positive goals and with additional knowledge of opportunities and initiatives within and around the Preston area.

If you have any questions about the role, the programme or your suitability please contact Steve Foden on 07547566054, or email kate.lee@communitycvs.org.uk.

SALARY: £21,859 (full-time equivalent salary)

**WORKING HOURS:** 30 hours per week

**APPLICATION DEADLINE:** 30th October (5pm)

**INTERVIEWS:** 6th November

**FOR JOB PACK:** EMAIL: clair.bloomfield@communitycvs.org.uk

**Candidates sending in CV’s will not be considered. Only fully completed application forms will be accepted for this post.**

**Please send your completed application form either by post to;**

**Job Application, Community CVS, Boulevard Centre, Cathedral Quarter, 45 Railway Road, BLACKBURN, BB1 1EZ**

**Or email to;** **clair.bloomfield@communitycvs.org.uk** **with the subject heading :**

 **Job Application**