



WITTON LODGE COMMUNITY ASSOCIATION

Witton Lodge Community Association is a pioneering community anchor organisation and housing provider creating opportunities for local people to take action to improve their lives. Our Flourishing Community Programme co-produces and delivers a variety of economic, health, social and environmental initiatives that improve the quality of life for our tenants and residents.

As part of our growing employment support agenda we are seeking two enthusiastic and experienced individuals to join our successful team.

Employment and Skills Officer- £20,000-£24,000 p/a, 12 months fixed term initially

With a proactive work-first approach, you will design and deliver a range of accredited and customised training programmes to support unemployed residents into sustainable employment.

Contracts Compliance and Support Officer- £18,000- £21,000 p/a, 12 months fixed term initially

Monitoring and reporting projects(s) and contract performance, ensuring all compliance requirements are adhered to and service quality is maintained. This will involve creating, maintaining, updating systems and processes; working with colleagues to collate and analyse information; and submitting reports to funding bodies, internal colleagues and external stakeholders .

If you love working with people in a neighbourhood setting then this could be your ideal role. For more information or an informal chat about the post, please contact **Iram Fardus on 0121 3821930**

To request an application pack please contact: kay.blundell@wittonlodge.org.uk

CLOSING DATE FOR APPLICATIONS: Monday 4th September at 5:00 p.m.

INTERVIEWS WILL BE HELD ON: Thursday 14th September 2017