



COMMUNITY ADVICE WORKS

Community Advice Works is looking to recruit a SERVICE MANAGER

This is a 4-day post (initially) at £35k pro-rata

Community Advice Works is a long established independent advice centre serving New Cross, Deptford and beyond.

**WE SPECIALISE IN BENEFITS, HOUSING
AND WELFARE ADVICE**

**Voluntary or public
sector management
experience**

**Strategic planning and
creative thinking**

**Fundraising ideas and
experience**

As the voluntary sector and many people in our community are increasingly feeling the pressure of the pandemic and the economic crisis this post requires someone with stamina. We are looking for someone with effective communications skills; inter-personal skills; competent digital skills; and ability to manage a small team of dedicated workers and volunteers.

Could you make a difference in this post?

For a Job Description, Personal Spec and an application form please contact Kath.dunbar@hotmail.co.uk 07886 028 418

The deadline for all applications is Monday 07 March at 5 pm
Interviews will take place week beginning 14 March.