



Northmoor  
Community  
Association

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[www.northmoorcommunity.co.uk](http://www.northmoorcommunity.co.uk)

Northmoor Community Centre, 95-97 Northmoor Rd, Manchester M12 5RT

Charity No. 1091595

Company Reg No. 4227867

Facebook: Northmoor Community Association

Twitter: @Nmoor\_Community

# Job Opportunity

## Community Development and Volunteer Coordinator

- Pay:** c £26,572 annual – pro rata (Subject to annual pay review)
- Hours of Work:** 35 hours (Monday to Friday and occasionally outside office hours)
- Term:** 6 months fixed-term with a potential for ongoing employment past this date

### Role overview:

- To co-ordinate and be responsible for the overall management of volunteers in the Centre and Hub
- To support and monitor NCA projects and services
- To connect and build relationships with local services for development of services and signposting and referrals
- To market and promote NCA services, projects and volunteering programme online and face-to-face

The closing date for receipt of completed applications is Tuesday 9<sup>th</sup> May at 12 noon. The interviews will take place the following week.

**TO APPLY** and for more information visit the Jobs section of our Website:

<https://www.northmoorcommunity.co.uk/jobs/>