



Volunteering Pathways Co-ordinator

Hours: 30hrs per week (potential for full time 37.5 hrs per week subject to additional funding)

Term: Fixed Term Contract to 31st October 2022

Location: Brightspace, Ipswich or The Kirkley Centre, Lowestoft

Salary: £24,451 FTE

Start date: 1st November 2021

Community Action Suffolk is a well-established and highly regarded infrastructure Organisation supporting the Suffolk voluntary, community and social enterprise sector.

At a time when volunteering is playing such a vital role in supporting our community, Community Action Suffolk is seeking a Volunteering Pathways Co-ordinator to raise the profile of the benefits of volunteering to wellbeing and employability. Volunteering Pathways is an exciting new project funded by East Suffolk Partnership that will develop routes from unemployment to learning or paid work through volunteering. The successful candidate will be passionate about the benefits of volunteering and possess the personal skills needed to encourage and support participants to achieve their aspirations and goals. The Volunteering Pathways co-ordinator will also provide specialist information and guidance to volunteer-involving organisations. In this varied role you will need to be flexible; have excellent communication and admin skills and understand just how life changing volunteering can be.

We are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or on commencement of post.

For more information please visit <http://www.communityactionsuffolk.org.uk/vacancies/> for a copy of our application pack. Alternatively please contact Louise Bradshaw on louise.bradshaw@communityactionsuffolk.org.uk

Closing date: 9.00am Wednesday 20th October 2021.

Interviews will take place on Tuesday 26th October 2021