

Brightspace
160 Hadleigh Road
Ipswich
Suffolk
IP2 0HH

January 2022

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info@communityactionsuffolk.org.uk

www.communityactionsuffolk.org.uk

Dear Applicant

Volunteering Services Officer

Thank you for your enquiry regarding the Volunteering Services Officer post which we have recently advertised.

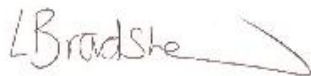
Please find attached a copy of our recruitment pack which includes information on the posts along with the job description.

If you wish to apply please complete our application form within the recruitment pack and return via e-mail to demelza.bowler@communityactionsuffolk.org.uk or mail to Community Action Suffolk, Brightspace, 160 Hadleigh Road, Ipswich, IP2 0HH. Please mark your application for the attention of Demi Bowler.

When submitting an application please state where you saw the post advertised and the post you are applying for.

The deadline for receipt of applications is 5pm Wednesday 2nd February 2022. Interviews will take place the week commencing 7th February 2022.

Yours faithfully



Louise Bradshaw
HR Manager