



Community Development Officer – Ukraine Support

Salary: £25,886 per annum (FTE)

Hours: 15 hours per week

Location: Blended working, office base either Ipswich or Lowestoft

Term: Fixed Term until 30/4/23

Start date: As soon as possible

About us

Community Action Suffolk (CAS) is a well-established and highly regarded infrastructure organisation for the Voluntary, Community and Social Enterprise (VCSE) sector. Our mission is to strengthen and champion community action in Suffolk by supporting the VCSE sector in its work.

About the role

An exciting opportunity has arisen to work alongside Suffolk County Council, Suffolk Refugee Support and other partners, on the Homes for Ukraine scheme.

The role will involve working with community groups who are currently providing, or looking to provide, support for Ukraine guests and hosts. Working with our partners, the project aims to ensure regular face to face support is available and accessible for those who need it, ensuring that Ukraine guests have access to support and information that they need through local community hubs.

The project is initially funded until 30th April 2023 and we are looking for a development officer for 2 days a week.

We are committed to promoting diversity and inclusion in all that we do, and we welcome applications from people of all backgrounds. We aim to create a workplace which is welcoming, fair, and inclusive, where people can be themselves and contribute to our vision for Suffolk as a county where every community aspires, thrives, and grows.

We are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or on commencement of post. If you wish to understand more about the role please contact Liz Evans on 01473 345426

Closing date: 9.00am Monday 8th August 2022

Interviews: Week Commencing Monday 8th August 2022

What we offer

You will work within a reputable charity within an empowering and supportive environment which offers its employees benefits which include:

- Blended working – A mix of office and home working
- 33 days (FTE) paid holiday which includes an allowance for bank holidays
- 4% matched pension contribution
- 2 days pro rata volunteering days
- Discounts on shopping vouchers

For more information or an application pack please visit www.communityactionsuffolk.org.uk or contact Demi Bowler demelza.bowler@communityactionsuffolk.org.uk