



## **Youth Focus Suffolk Coordinator**

Salary: £29,400 (FTE)

Hours: 22.5 hours per week

Location: Blended working, office base either Ipswich or Lowestoft

Term: 2 year fixed term

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 lead our youth development team and coordinate the support, training, and communications of Youth Focus Suffolk, building capacity and confidence in communities to support young people. This role will suit experienced youth and community development workers who are passionate about empowering young people and communities.

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 Helen Bateman, [helen.bateman@communityactionsuffolk.org.uk](mailto:helen.bateman@communityactionsuffolk.org.uk)

For more information please visit <http://www.communityactionsuffolk.org.uk/vacancies/> for a copy of our application pack. Alternatively, please contact Demi Bowler on [demelza.bowler@communityactionsuffolk.org.uk](mailto:demelza.bowler@communityactionsuffolk.org.uk)

Closing date: 9.00am 1<sup>st</sup> August 2022, interviews to take place on Monday 8<sup>th</sup> August.

## **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](http://www.communityactionsuffolk.org.uk) or contact Demi Bowler [demelza.bowler@communityactionsuffolk.org.uk](mailto:demelza.bowler@communityactionsuffolk.org.uk)