

TURN YOUR TALENTS INTO

# 'TRANSFORMING LIVES'

WITH A CAREER IN  
THE SALVATION ARMY

## RECRUITING NOW FOR

# Employment Development Co-ordinators



## JOIN OUR TEAM...

West Malling Region  
Key Areas: North, East & South London

### Job Summary:

The job exists to co-ordinate an open-access Employment Plus service which will assist individuals in addressing barriers to finding and sustaining employment or in becoming digitally included.

### Key Responsibilities:

The role of Employment Development Co-ordinator involves identifying, developing, securing and helping sustain appropriate work opportunities for unemployed persons within the local community. As the post holder you will be responsible for engaging, training and managing a team of volunteers. In addition to this you will manage developing and maintaining close working partnerships with Homelessness Services, Community Services and Corps, to support those in the community experiencing unemployment.

### The successful candidate(s) will be able to demonstrate:

- Knowledge of the local labour market and significant experience in Employer Engagement
- Experience in delivering high quality services to people suffering from unemployment
- Proven ability to be self-directing, planning and prioritising own work load
- Strong communication skills both written and verbal

### SALARY SCALE:

£26,907 - £31,919 per annum  
(dependent upon experience)

### WORKING HOURS:

Minimum 35 hours per week -  
Mon-Fri, ability to be flexible  
with hours when required

### CONTRACT:

Permanent Position

### DETAILS:

25 days annual leave + bank  
holidays; a contributory pension  
scheme; season ticket loan; an  
employee assistance programme

### INTERVIEW DATE:

TBC



## European Union

European  
Social Fund



For further details and to apply please visit: [www.salvationarmy.org.uk/jobs](http://www.salvationarmy.org.uk/jobs)

Appointment subject to satisfactory references, proof of right to work in the UK and DBS check  
CVs will not be accepted. Promoting equality in the workplace.