

CVS South Gloucestershire works to support, develop and represent the voluntary and community sector in South Gloucestershire

Chief Officer

Full-time (35hrs/week)

Salary: £34,549 + 6% pension contribution

CVS South Gloucestershire, formed in 2003, is now well established and provides the full range of CVS services and activities as defined by NAVCA, and as such now requires a full-time Chief Officer. CVS South Gloucestershire takes a partnership approach and works with a range of local and sub-regional infrastructure organisations. We represent the voluntary sector on the South Gloucestershire Partnership (LSP) and the newly created Chief Officer Group.

Key roles and tasks:

- To provide strategic leadership of the voluntary sector.
- To represent, influence and provide advocacy for the sector.
- To work to develop an environment for a thriving voluntary sector.
- To manage and lead the organisation including project development and fundraising.
- To implement the objectives of CVS South Gloucestershire as defined by the Board of Trustees and set out in the Business Plan (currently being updated) and through specific funded initiatives within this framework.
- To represent the voluntary and community sector and CVS South Gloucestershire at strategic partnerships

For an informal discussion about the post please contact Sandy Hore-Ruthven, Chair of the Board of Trustees. Tel: 0117 947 7948; E-mail: shoreruthven@kfl.org.uk

For further information and a job pack Tel: 01454 865205; E-mail: info@cvS-sg.org.uk

Closing date for applications: Monday 2nd November 2009 5.00pm

Interview date: Thursday 12th November 2009

CVS South Gloucestershire aims to be an equal opportunities employer.

CVS South Gloucestershire is funded by South Gloucestershire Council, Capacity Builders, Big Lottery Fund, Children's Workforce Development Council, and Quartet Community Foundation

**Mulberry House, Kingswood Foundation Estate, Britannia Road, Kingswood,
South Gloucestershire, BS15 8DB
Tel: 01454 865205 Fax: 01454 868726**