

## **Bradford City of Sanctuary Coordinator**

**NJC SCP 11: £21,166 pro rata for 15 or 16 hrs/week (negotiable) + 5% pension contribution**

Bradford City of Sanctuary (BCoS), part of the rapidly growing national CoS movement, was launched in 2008 with a vision of creating a culture of welcome, hospitality and inclusion in the city for asylum seekers and refugees. We aim to increase understanding and support as well as opportunities for employment, volunteering and participation in all aspects of life in the city

We are now seeking a highly motivated, energetic and creative person to help take forward our work

### **All shortlisted applicants must have the following\*:**

- Significant voluntary or paid work experience with asylum seekers and refugees *or* personal experience of seeking asylum
- Voluntary or paid work in the voluntary /community sector
- The ability to self-motivate, prioritise and take initiative
- Excellent written and spoken English

*\*Please see person specification for the full list of essential and desirable criteria*

BCoS does not have office premises and the postholder will be required to work from home, with hot desking availability in the city centre. Net travel expenses will be paid from our registered address (BD7 1QX).

- The Job Description, Person Specification and application form can be downloaded from: <https://bradford.cityofsanctuary.org/vacancies>
- Application forms must be completed electronically and emailed to: [chair@bradford.cityofsanctuary.org](mailto:chair@bradford.cityofsanctuary.org) (no CV's please)
- **Deadline for applications:** 09.00 on Monday 11<sup>th</sup> November
- **Interview date:** Monday 18<sup>th</sup> November (a.m)
- **For more information**, please call Will Sutcliffe (BCoS Chair) on 07505 053149 or email [chair@bradford.cityofsanctuary.org](mailto:chair@bradford.cityofsanctuary.org)