



## LEEDS REFUGEE FORUM

### Job Vacancy: Communications and Marketing Officer

Salary: £8,494.00 per year (SCP 6, £19,698 pro rata)

Hours: 16 hours per week

Location: One Community Centre, Cromwell Street, Leeds, LS9 7SG

Closing date for applications: **5pm on Monday 23<sup>rd</sup> August 2021**

Interview date: **Monday 30<sup>th</sup> August 2021**

Leeds Refugee Forum is looking for a Communications and Marketing Officer to be responsible for and to run the various IT functions at LRF, whether that is directly supporting LRF clients, promoting the work of LRF or gathering and maintaining data. The post is available for a fixed-term of 1 year and may be extended, subject to funding.

*Leeds Refugee Forum (LRF) is refugee-led organisation providing direct support to many refugees and Refugee Community Organisations in Leeds. LRF's work has gained a lot of recognition recently, and as a result we are delighted to be able to announce an exciting opportunity to play a pivotal role in our small, dedicated team.*

Do you enjoy varied work with a diverse range of people?

Are you organised and able to prioritise conflicting demands?

Are you passionate about supporting refugee communities in Leeds?

*If so, this could be the job for you,*

For an application pack please see attachment or phone Ali Mahgoub on 01132449600/07733 171290 for an informal conversation about the role.

Refugees with relevant experience are strongly encouraged to apply