



*Supporting Voluntary Action across
Eastbourne, Lewes District and Wealden*

Applications are invited for the following challenging posts offering the potential to develop new and innovative ways of working to improve volunteering in East Sussex

Volunteering Support Officer These three posts are funded until March 2013 in the first instance, as part of a project to develop Volunteering Infrastructure Support across East Sussex. These are outreach posts that will assist in the delivery of volunteer centre functions to volunteer-involving organisations and the public across the different districts of the county. These posts will focus on three areas, Eastbourne/Lewes (37 hours), Rother/Hastings (37 hours) and Wealden (18.5hrs) although team working across East Sussex is anticipated.

Salary: £23,708 (pro rata) per annum including occasional unsocial hours.

Administrator This 30 hour post is funded until March 2013 in the first instance, as part of a project to develop Volunteering Infrastructure Support across East Sussex. The post will support the County Volunteering Co-ordinator and the team of Volunteering Support Officers in the delivery of volunteer centre functions across East Sussex.

Salary: £16,440 per annum (pro rata for 30 hours).

The posts are accountable to the County Volunteering Co-ordinator at 3VA and the Project is facilitated by a Steering Group of stakeholders.

3VA will match employee contributions of 5% of salary towards an approved pension scheme.

Further information on the post and application form can be obtained from www.3va.org.uk or Alison Maconochie, 3VA, 8 Saffrons Road, Eastbourne, BN21 1DG Telephone 01323 639373. Closing Date for all applications: Friday 5th February 2010.

Interviews expected to be held in the two weeks commencing 15 and 22 February.

