



Job Advert

Volunteer Coordinator

Southwark Day Centre for Asylum Seekers has secured 3 years' funding for a skilled **Volunteer Coordinator (21 hrs per week, Gross £21,840 per annum)** to recruit, induct, train and supervise volunteers. You will be centrally involved in the allocation of tasks and responsibilities and in the supervision and retention of volunteers.

The post holder will play a major role in ensuring that our organisation is staffed with the best and most reliable volunteers, and that they are correctly deployed for the fulfilment of our work supporting asylum seekers and refugees.

The post holder will possess the skills to motivate and inspire volunteers. Excellent organizational skills and the ability to communicate effectively with people from a diverse range of backgrounds and experience is required.

Please read the full Job Description and Person Specification prior to applying for this position. Visit: www.sdcas.org.uk for more information and an application form.

The closing date for completed applications is noon on **Monday 13th July 2020** with interviews being held on **Monday 27th July 2020**. Application packs are also available via email at office@sdcas.org.uk or by contacting our office on 0207 732 0505.