



## **JOB VACANCY – PROJECT LEADER, DACORUM MENCAP**

<b>Salary</b>	£23,920
<b>Hours</b>	40 – but flexible as occasional weekend and evening work may be required
<b>Holidays</b>	24 plus bank holidays, rising to 29 plus bank holidays with long service

Are you approachable, motivated with a passion to be an advocate for people with learning disabilities? If so, we want to hear from you! This is a fantastic role for the right person – flexible, fun and fulfilling!

We are seeking a very special person to manage our ROAR (Recreational Activity Allowing Respite) and Be-friending schemes for our members. We currently run very effective and successful programmes, so you would be joining an experienced team. Your responsibility would be to plan the schemes and recruit staff and volunteers to ensure the programmes continue to run effectively. You would also hold the overall budget responsibility for the schemes.

We are looking for someone who

- Is motivated and committed to getting results
- Has strong organisational and administrative skills
- Has experience of working with people with a learning disability
- Is approachable and able to support their team
- Has an NVQ Level 2/3 (preferable)
- Is a car driver, with access to a vehicle (essential)
- Likes to have fun (essential)

If you are looking for the next step in your career, know how to lead and inspire people, enjoy developing a team working culture, have excellent communication skills and an ambition to succeed, please call the number below for a chat, or for a full job description.

**Dacorum Mencap Office – 01442 247675 or [admin@dacorummencap.org.uk](mailto:admin@dacorummencap.org.uk)**

**Closing date: 24<sup>th</sup> November 2017**