

P/T Deputy Manager (RIES)

Starting at £28,353
(pro rata, 17.5 hrs pw, job share)

Manchester

The Refugee Integration and Employment Service (RIES) is an exciting and innovative service which provides vital assistance to refugees who have been recently granted status, helping them to deal with housing, benefits, education and health issues, and to find rewarding employment through Advice and Support Services, Employment Services, Mentoring and Advocacy. The service is funded by the UK Border Agency.


You'll join a committed and creative management group, as you lead the day-to-day work of a team covering the central boroughs of Greater Manchester. This team includes Advice Workers, Employment Caseworkers and a Mentoring Co-ordinator. Supervising their work and ensuring they continue to deliver a first-rate service, you'll also oversee rotas and build strong links with other local services. A highly skilled manager, you'll have a track record of managing and developing an advice service, and working with external agencies.

Downloadable application packs are available from www.refugee-action.org/jobs Alternatively, call 020 7832 1682 quoting reference RA605.

Closing date: 12pm, 29 June 2009.
Interviews: 20 July 2009.

Refugee Action is an independent, national charity working to enable refugees to build new lives in the UK. We provide practical advice and assistance for newly arrived asylum seekers and long-term commitment to their settlement through community development work.



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