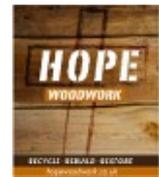


Vacancy: Business Manager for Hope Woodwork

(Part time voluntary position with potential
to become a paid role if successful)



Hope Woodwork is a project of Kingdom Way Trust helping to train & equip people for work.

We aim to:

- Help people into employment
- Provide skills training and confidence building
- Provide volunteering opportunities
- Recycle and reuse wood wherever possible to make products for sale which fund the costs of the project

We have a competent and committed team of volunteer supervisors who are managed by our Workshop Manager. These volunteers provide coaching and mentoring for to up to 6 unemployed people each day at our workshop in Finmere Road, Eastbourne.

In order to help Hope Woodwork to grow and become financially sustainable again (following our move to larger premises in September 2016), we are looking for a volunteer with creativity, initiative and relevant experience to become our Business Manager.

The Business Manager would be part of the management team of the project and take particular responsibility for **sales / marketing, and promotion of the project** through local outlets, our website and social media etc. They would also manage the **day-to-day book keeping** for the project and encourage the project towards financial sustainability. Once that is achieved there is the potential for this to become a paid position.

This role would suit a male or female with relevant experience. Time commitment is flexible although expected to be approximately 8-10 hours per week initially. The job could be done mostly from home, although occasional visits to the workshop would be necessary. Must be trustworthy and reliable (references will be taken). As part of the management team the successful applicant must be able to be in accord with the Christian ethos and values of Kingdom Way Trust / Hope Woodwork.

If you are interested (or know someone who might be!) and would like further information please contact Stephen Brown: stephen@hopewoodwork.co.uk Tel: 07708 267945

Hope Woodwork is a project of Kingdom Way Trust, a registered charity with the Charity Commission of England and Wales, number 01139646, and a Registered Company, Limited by Guarantee, number 7379364