

Sandwell Parents for Disabled Children (SPDC)

Job Adverts

Job Title	Activities Co-ordinator
Salary	£23,080 per annum
Location	SPDC offices and various community locations
Hours	Full time, 37 hours per week

and

Job Title	Activity Support Officer
Salary	£21,322 per annum
Location	SPDC offices and various community locations
Hours	Full time, 37 hours per week

Description

SPDC is a registered charity providing support for children and young people with SEND and their families in Sandwell. We are looking for an Activities Co-ordinator and an Activity Support Officer to join our team to develop and expand our successful Activities programme. If you have experience of working with children and young people with SEND and their families, excellent organisational skills, are creative, motivated and enthusiastic with the ability to work on your own initiative to achieve outcomes we would like to hear from you. SPDC values commitment, enthusiasm and innovative ideas and for the right people these roles will be very fulfilling.

Please visit our website at www.sp-dc.org for an application pack. If you feel that you meet the requirements set out in the Person Specification and you would like an informal discussion about either of the posts, please contact Linda Lloyd, Operations Manager on 07852 843470.

SPDC is committed to safeguarding children and young people therefore all post holders are required to obtain an enhanced disclosure of criminal convictions with the Disclosure and Barring Service.

Please note: CVs will not be considered as part of the shortlisting process.

Closing Date **Friday 4th June 2021, 5.00pm**