

11<sup>th</sup> September 2020

Dear Applicant

**Tech Peer Mentor**

Thank you for your interest in the above position with Voluntary Action Orkney (VAO).

Please find enclosed:

- An application form
- A job description and person specification
- An equal opportunities statement and monitoring form
- A privacy notice

Completed applications should be returned to me by **5.00 pm on Thursday 1st October by email**. Please do not send CVs, either alone or with your application as they will not be considered. Interviews will be held on **Monday 12<sup>th</sup> October 2020**. Depending on circumstances interviews may be held by video but confirmation of arrangements will be sent to successful candidates nearer the time.

Should you require further information regarding this post please contact me on 01856 872897 or email [gail.anderson@vaorkney.org.uk](mailto:gail.anderson@vaorkney.org.uk),

I look forward to receiving your application.

Yours faithfully



Gail Anderson  
Chief Executive

*encs*