

Wellbeing Coordinator
in the
Wellbeing Project (28 hours a week, for 1 year)

Responsible To: CIS Manager

Length of post: 12 months **Salary:** Pro rata of £31,500 a year

Place of work: CIS office at Albany Centre, 44 Ashley Street, G3 6DS
Mainly working from home during Covid-19 restrictions

Hours of work: 28 hours a week, to be agreed, Monday to Friday 8am to 6pm, with time off in lieu for occasional evening or weekend working

Purpose of the post

To develop, plan and coordinate all activities of CIS's new Wellbeing Project; to manage and support staff and their work with volunteers on the project; to ensure monitoring, evaluation and reporting to funders; ensure the sustainability of the Project by fundraising; to report to the Project Planning Group and CIS Board as required.

Job Description, Person Specification & application form with this page or on our website <https://www.infosource.org.uk/>

Community InfoSource has been working, since 2006, with marginalised people to overcome the barriers they face to integration, and supporting them to put their own ideas into action. Five of our seven directors came here as refugees and the others have worked in this field.

Our other main projects are Challenging Violence Against Women and Women & Asylum Seeker Housing Project.

Closing date for applications: **Wednesday 19 May 2021 at 12 noon**
Interviews will be the week of 31st May.

Applications by email to: info@infosource.org.uk with "Confidential" in the heading of the email. Application are required (CVs not accepted).

Phone: 07718 896 041 for more information

Community InfoSource
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Company No SC291462 • Scottish Charity No SC049135