



DIRECTOR

Pt 37 NJC Scale - £30,740 pa (inc OLW) 36 hours p/wk

We are a successful and dynamic organisation providing advice, information and support to refugees and asylum seekers across the London Borough of Barnet. We wish to appoint an enthusiastic and motivated Director to lead our small and friendly team of staff and volunteers.

You will manage the day to day running of the organisation, supervising a team of dedicated staff and volunteers. You will oversee our advice service and health work and manage our various projects.

You will have significant experience of working with and developing services and fundraising for refugees and asylum seekers. You will have excellent project management skills, communication skills, an ability to network and build strong relationships with other professionals and groups, to work under pressure to deadlines with minimum supervision and to achieve targets.

For an application pack email admin@barnetrefugeeservice.org.uk, or call 0208 905 9002 or write to Barnet Refugee Service, 2nd floor, Hyde House, The Hyde, Colindale, London, NW9 6LH.

Closing date for receipt of applications is 5pm 22nd February 2007
Interviews on Friday 2nd March 2007

Applications from refugees are particularly welcomed.

This post is jointly funded by Barnet Primary Care Trust and the Big Lottery Fund.

Registered Charity No. 1107965

Supported by



Barnet 
Primary Care Trust