



Foodbank Management Assistant - Supplementary Information

Timescale

Applications should be submitted by 12noon Friday 8th June 2018

Shortlisted applicants will be notified on Monday 11th June, with interviews proposed for the end of the same week or the beginning of the following week

A probationary period of 6 months will apply from the first day of employment.

Place of work

It is anticipated that the successful candidate will work alongside the foodbank co-ordinator for an initial training period, based at Bridge Chapel Centre during normal working hours (days and times to be mutually agreed) but including weekly site visits to warehousing facilities and food distribution centres, as well as to donors and to meetings as needed. Thereafter the candidate may work from home if they wish but will be required to liaise with the coordinator frequently, including weekly meetings.