

Social Enterprise Jobs

1. Researcher (£18,000 - £20,000 pro rata)

Birmingham, 15 hours per week

iSE is looking for a graduate or post graduate to provide research, information and policy analysis which will support and strengthen its services and assist the business development team. iSE is itself a social enterprise and a social firm and staff must have an entrepreneurial attitude.

The successful candidate will be required to:

- Work on research projects which will inform and strengthen iSE's services and be beneficial to the businesses it supports.
- Undertake specific tasks including: desk based research, field work in the community, market analysis work to support business planning, data analysis, develop and analyse questionnaires.
- Update and maintain the iSE website with support from project/business managers.
- Undertake research to help identify potential enterprise development opportunities in the Birmingham area.

For a full job description and application form, available in electronic or hard copy formats, contact Debbie Bailey at: debbie.bailey@i-se.co.uk or call 0121 771 1411.

The application deadline is 5pm on Wednesday 6 October 2010.

2. Food and Beverage Services Assistant (Minimum wage)

Birmingham

The Deaf Cultural Centre is currently on the lookout for a Food and Beverage Services Assistant for the preparation/service and sale of food and beverage items within the centre and its relevant areas. The successful candidate will have to adhere to all health, safety and food preparation legislation.

The Deaf Cultural Centre works in partnership with deaf people and other communities to help them achieve greater control over their lives. Services include British sign language interpreting and training, deaf awareness training, specialist equipment, residential placements, personal and social care, advocacy, support for Tinnitus, employment support and information on housing related needs.

**The application deadline is 12pm on Wednesday 6 October 2010.
Interviews will take place on Friday 15 October 2010.**

3. Shift Supervisor/Cook (£7.50 per hour)

Birmingham, Fixed-Term (3 months)

The Deaf Cultural Centre is seeking to recruit a second Shift Supervisor/Cook to assist in setting up meeting rooms for events and conferences, bring in furniture and equipment, removing afterwards and storing safely. The successful candidate will also assist in the opening and closing of the Deaf Cultural Centre in line with security procedures. At times you will be responsible to prepare, cook, serve and store all food abiding by food hygiene regulations.

The Deaf Cultural Centre works in partnership with deaf people and other communities to help them achieve greater control over their lives. Services include British sign language interpreting and training, deaf awareness training, specialist equipment, residential placements, personal and social care, advocacy, support for Tinnitus, employment support and information on housing related needs.

Applications from Deaf people are particularly welcome.

**The application deadline is 12pm on Wednesday 6 October 2010.
Interviews will take place on Monday 18th October 2010**

4. Operations Manager (£40,000 per annum)

Birmingham, 37 hours per week

Gateway Family Services CIC is a leading provider of training and employment to the health and social care sector. Its aim is to reduce inequalities in learning, employment and health. Gateway is looking for a strong, charismatic leader to manage the effective service delivery of a range of contracts. You will be an experienced people and project delivery manager with a proven track record of delivering services and achieving contract targets. Ensuring services are contract compliant is integral to this role so tenacious attention to detail is essential.

Gateway is looking for an innovative, creative professional who can cope well with competing demands within a challenging environment. Sound problem solving skills, assertive decision making and an ability to 'smile and make it look easy' will ensure your success. This post is subject to enhanced CRB disclosure.

Please email: baljinder.uppal@gatewayfs.org for an application pack, quoting reference number GW134, or call Bally Uppal on 0121 456 7820. CV's will not be accepted.

**The application deadline is 5pm on Thursday 7 October 2010.
Interviews will take place on Tuesday 19 October 2010.**

5. Post graduate Initial Teacher Education courses

West Midlands

Robert Owen offer post graduate Initial Teacher Education courses for graduates who want to train to become a qualified teacher and obtain their PGCE. There is training at Masters Level in early years, primary and secondary age ranges and in a variety of subjects at the secondary age range. Candidates must have a degree level qualification plus the equivalent of GCSE Grade C or above in English and in Maths (and in Science if wishing to teach Primary).

The Robert Owen Group is a co-operative and social enterprise organisation, sharing the benefits of teacher training with schools and communities. They also work with schools by offering them training support, social enterprise education, and work with them to develop co-operative solutions.

For more information, visit the website at: www.robertowen.org or email: info@robertowen.org

6. Wood Recycling Enterprise Manager (£20,000 - £25,000)

Birmingham, 37.5 hours per week excluding breaks

Jericho is looking for a proactive Business Enterprise Manager who is a natural leader, a strategic planner and an accomplished business person to establish and head-up a new wood recycling enterprise. The successful candidate will be required to set up departments and grow the business enterprise to profitable levels whilst also supporting Jericho's ethos and values and meeting the needs of the clients.

You will have the ability to communicate clearly at all levels, offering unrivalled levels of customer satisfaction, implementing business strategies, producing quality products on time, whilst expanding and growing the business unit.

Please apply for this post in writing to: Stuart Blackman, Jericho Foundation, 196 – 198 Edward Road, Birmingham, B12 9LX. For more information email: stuart.blackman@jericho.org.uk or call 0121 440 7919.

The application deadline is Friday 15 October 2010.

7. Training/Events Co-ordinator (Minimum wage)

Stoke-On-Trent, 25 hours per week, fixed term contract for 6 months

Farm2grow is looking to recruit a Training/Events Co-ordinator to design and develop horticultural training programmes. The successful candidate will deliver the courses to students and support them to complete the training. You will also support the Growing Co-ordinator in the growing of produce, and support the monitoring and evaluation of the enterprise.

Please note candidates need to have been unemployed for at least 6 months (preferably between 6 and 12 months, as this position has to meet the criteria for the future jobs fund).

Farm2grow is an enterprise with the mission of creating a safe learning environment where volunteers, students and care seekers of all ages can develop new skills that will equip them for life.

For more information, email: helenbailey4@msn.com call 01782 551833 or visit: www.farm2grow.co.uk.

8. Fundraiser (Minimum wage)

Stoke-On-Trent, 25 hours per week, fixed term contract for 6 months

The purpose of this role is to secure funding for a range of Farm2grow's projects. Farm2grow is an enterprise with the mission of creating a safe learning environment where volunteers, students and care seekers of all ages can develop new skills that will equip them for life.

The successful candidate will be required to contact & liaise with funders and develop positive relationships with them, as well as completing and submitting fundraising applications.

Please note candidates need to have been unemployed for at least 6 months (preferably between 6 and 12 months, as this position has to meet the criteria for the future jobs fund).

For more information, email: helenbailey4@msn.com call 01782 551833 or visit: www.farm2grow.co.uk.

9. Administrative Co-ordinator (Minimum wage)

Stoke-On-Trent, 25 hours per week, fixed term contract for 6 months

The purpose of this role is to manage the administration of Farm2grow's projects, including HR files, funding paperwork, monitoring & evaluation, basic book-keeping, training administration, and publicity material. Administration skills are essential.

Farm2grow is an enterprise with the mission of creating a safe learning environment where volunteers, students and care seekers of all ages can develop new skills that will equip them for life.

Please note candidates need to have been unemployed for at least 6 months (preferably between 6 and 12 months, as this position has to meet the criteria for the future jobs fund).

For more information, email: helenbailey4@msn.com call 01782 551833 or visit: www.farm2grow.co.uk.

10. Growing Co-ordinator (Minimum wage)

Stoke-On-Trent, 25 hours per week, fixed term contract for 6 months

Farm2grow is looking for an organised and self-motivated Growing Co-ordinator. The purpose of this role is to develop an organic commercial horticulture business that provides volunteer opportunities for project participants. The successful participant will be required to produce a 'growing plan' for the project, identifying crops to be grown and key growing tasks and timescales.

Farm2grow is an enterprise with the mission of creating a safe learning environment where volunteers, students and care seekers of all ages can develop new skills that will equip them for life.

Please note candidates need to have been unemployed for at least 6 months (preferably between 6 and 12 months, as this position has to meet the criteria for the future jobs fund).

For more information, email: helenbailey4@msn.com call 01782 551833 or visit: www.farm2grow.co.uk.

11. Head of Development (£38,000 per annum)

Birmingham, 35 hours per week (flexible)

Birmingham Settlement is looking to appoint an innovative, experienced and motivated individual to develop and lead its Development & Advice Services. Responsibilities will include establishing and developing strategic and operational partnerships and programmes of activity to support the organisation as a whole, as well as leading multi-disciplined teams.

The successful candidate will have several years' proven competency and experience in the field of development along with demonstrable experience of successful income generation coupled with the management of large and complex budgets e.g. multiple funding streams within a single programme of activity.

For an informal discussion, call Martin Holcombe on 0121 250 0745.

For an application pack visit: www.birminghamsettlement.org.uk: phone: 0121 250 3012 or email: recruitment@bsettlement.org.uk

**The application deadline is Thursday 14 October 2010.
Interviews will take place on Wednesday 20 October 2010.**

12. Development Officer (£23,626 per annum)

Birmingham, 35 hours per week (flexible)

Birmingham Settlement is looking to expand its Development Team by appointing an experienced Development Officer to further its work in supporting the infrastructure of smaller and emerging voluntary sector organisations. With a particular focus on community cohesion activities this is very much a hands-on role. You will need a good understanding of the issues facing communities and individuals across the city coupled with an ability to work in a pressured and ever changing environment.

For an informal discussion phone 0121 250 0745.

For an application pack visit: www.birminghamsettlement.org.uk: phone: 0121 250 3012 or email: recruitment@bsettlement.org.uk

**The application deadline is Monday 11 October 2010.
Interviews will take place on Friday 15 October 2010.**

13. Development Administrator (£14,433 per annum)

Birmingham, 35 hours per week (flexible)

Birmingham Settlement is looking to appoint a Development Administrator to support the Development Team as a whole. Duties include creating and maintaining admin systems, diary management, minute taking, organising events and general admin support. Some relevant experience is desirable but more importantly you must have the ability to work cooperatively with commitment and initiative with colleagues at all levels.

For an informal discussion phone 0121 250 0745

For an application pack visit: www.birminghamsettlement.org.uk: phone: 0121 250 3012 or email: recruitment@bsettlement.org.uk

**The application deadline is Monday 11 October 2010.
Interviews will take place on Friday 15 October 2010.**

14. Loss Prevention Investigator (£21,000 per annum + car) Birmingham/Stafford, 39 hours per week

Midlands Co-operative Society is looking to recruit a Loss Prevention Investigator to ensure that employees, customers and assets are protected from criminal activity from both within and outside the Society. In addition, you will investigate crimes committed against the Society, carry out site audits, advise and support managers on a wide range of crime, physical security and loss prevention related matters together with attending and giving evidence at disciplinary and court hearings. The role involves extensive travel.

Previous experience in an investigative and/or loss prevention role is desirable as well as the ability to communicate with a wide range of people and demonstrate excellent organisation skills and accuracy in all your work.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is Thursday 30 September 2010.

15. Project Manager (£35,000 - £40,000 per annum + car) *Lichfield*

This is a key role managing all aspects of individual building projects across the Midlands Co-operative Society's trading area and businesses. Often working from conception to completion, you will carry out initial surveys and present recommendations alongside design proposals and accurate costs plans.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is Friday 1 October 2010

16. Marketing Officer (£30,000 – 33,000 per annum) *Lichfield*

Delivering strategic marketing plans for the Midlands Co-operative Society's Travel and Funeral businesses, you will also be planning and launching the marketing campaign for our new membership card. Your main duties will include the end to end management of marketing campaigns, providing analysis to ensure communications reach the target market and ensuring the application of brand standards to all marketing activity.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is Friday 1 October 2010

17. Digital Marketing Officer (£30,000 – 33,000 per annum) *Lichfield*

The purpose of this role is to develop, propose and implement digital marketing plans for all the Midlands Co-operative Society's businesses and corporate functions. You will optimise the performance of marketing campaigns including PPC, SEO, affiliates, social media and email marketing.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is Friday 1 October 2010

18. Web Developer (£27,500 per annum)

Lichfield

The Midlands Co-operative Society's IT Web Services team provides support and development for the Society's websites. This includes all new developments, either as part of a project or enhancements to existing systems. Reporting directly to the Web Services Manager, you will be working closely with the Society teams to develop the potential of its websites.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is Friday 1 October 2010

19. Catering Supervisor

Stafford, 39 Hours

If you're a flexible, self-motivated individual with proven catering experience, this highly responsible role could be just the opportunity that you've been looking for. You will be working within a busy customer café at the Midlands Co-operative Society's Stafford Department store.

The successful candidate will have organisational skills and a 'hands-on' supervisory approach. Combine these qualities with excellent colleague management skills and in addition to a generous salary, you'll be rewarded with a variety of benefits – including final salary pension scheme, valuable colleague discounts and uniform.

To apply for this role please complete an application form which can be found at: www.midlandscop.com/jobs. Please add the job title as the subject heading in your email.

The application deadline is 7 October 2010.

20. Lifeguard (£13,874 - £15,444 per annum)

3 Full time 37 hour posts, Hereford

Pool Lifeguards are needed at Hereford Leisure Pool to ensure that customers are safe when enjoying a dip. You need to be flexible, hardworking and possess strong customer care skills along with good time management skills.

The ability to work as a team or alone is vital. Whilst a current Lifeguard qualification is desirable, it is not essential and Halo is willing to provide the appropriate training and qualifications for the successful applicants.

**For more information about this vacancy visit: www.haloleisure.co.uk.
The application deadline is 15 October 2010.**

21. Marketing Manager (Circa £30,000)

Leominster, 37 hour post

Halo Leisure is now a well-established and innovative provider of leisure services throughout the county of Herefordshire with a recognised brand that is respected and acknowledged nationally within the sector. An exciting opportunity has arisen for a Marketing Professional to come and join the dedicated team to help them drive the business into the next exciting phase of Halo's growth and development.

The successful applicant will have relevant experience, ideally in a service sector. You will need to be able to bring a depth of knowledge and experience that will allow you to take an operational and strategic lead in all aspects of marketing for the organisation.

For an informal discussion relating to this position call Scott Rolfe, Head of Operations on 0845 241 0340.

**For more information about this vacancy visit: www.haloleisure.co.uk.
The application deadline is 15 October 2010.**

22. Fitness Instructor (*£15,444 - £16,440 per annum*)

Leominster, 37 hour post

Halo Leisure is now a well-established and innovative provider of leisure services throughout the county of Herefordshire with a recognised brand that is respected and acknowledged nationally within the sector. As a dynamic social enterprise Halo prides itself on its ability to offer outstanding levels of service as well as contribute positively to the communities that they serve.

Halo's site in Leominster is looking for an enthusiastic person to join their fitness team. You need to be flexible, hardworking and able to work alone or as part of a team.

High standards and a proactive approach are also needed along with strong customer care skills.

**For more information about this vacancy visit: www.haloleisure.co.uk.
The application deadline is 15 October 2010.**

23. Swimming Instructor (*£8.72 - £9.91 per hour*)

Hereford

A Swimming Instructor is required to join Halo Leisure's swimming lessons team. You will be providing a high standard of tuition for the Local Education School Swimming Lessons programme and provide cover where necessary for other components of the swimming lesson structure.

You should preferably have an ASA Level 2 teaching certificate and a RLSS Lifeguard qualification is also desirable. Experience of working with children is essential.

**For more information about this vacancy visit: www.haloleisure.co.uk.
The application deadline is 15 October 2010.**

24. Dental Health Advisor

Birmingham, 10-30 hours per week

Moseley Healthcare Group is a social enterprise which helps individuals who have become disadvantaged in the labour market as a result of a previously chaotic lifestyle. They provide healthcare advice and should like to add general medical and occupational health advice for the local and emerging population.

The successful candidate will be a GDC registered Dentist, qualified to give general dental advice, and support to a dental nurse and hygienist service.

For more information email: mhgroup@hotmail.co.uk

25. Health Advisor

Birmingham, 10-30 hours per week

Moseley Healthcare Group is a social enterprise which helps individuals who have become disadvantaged in the labour market as a result of a previously chaotic lifestyle. They provide healthcare advice and should like to add general medical and occupational health advice for the local and emerging population.

The successful candidate will be a Registered Nurse or Midwife qualified to take smears and bloods and give immunisations.

For more information email: mhgroup@hotmail.co.uk