

April 2024

Dear Applicant,

Re: PART TIME PROJECT COORDINATOR

Thank you for requesting a job pack for the above role.

The role will require you to work 17.5 hours each week during office hours. You will work from home and at Womankind, 3rd Floor Brunswick Court, Bristol, BS2 8PE. The building is accessible.

- Pay will be £32,076 pro rata
- Contract Fixed term for 10 months (the duration of the project) starting May/June 2024.

Please find attached:

1. Application Form
2. Job Description
3. Person Specification
4. Equalities Monitoring Form
5. Summary Statement & Guidance Notes
6. Website link to latest Annual Review: <https://www.womankindbristol.org.uk/who-we-are/>

The closing date for receipt of your completed application is Tuesday 7th May 2024 at midday.

Please return your completed Application form and Equalities Monitoring Sheet marked Project Coordinator Job Application (private and confidential) by email to info@womankindbristol.org.uk

Please note that due to our Equalities and Diversity Policy, CV's will not be accepted as part of the selection process.

We look forward to receiving your application.

Yours sincerely



Kyra Bond

Chief Executive Officer