NW A/331

See Distribution 25 April 2016

VACANCY NOTICE – REGIONAL EMPLOYER ENGAGEMENT DIRECTOR (REED) Grade C2 – 22.5 HOURS PER WEEK

1. A vacancy with an immediate start has arisen for a Regional Employer Engagement Director working 22.5 hours per week in these Headquarters.
2. The role is to work with the full time REED to further the Governments

objectives at regional level by delivering a coherent employer engagement programme to support Defences purposes, aiming to establish enduring relationships and positive support with both public and private sectors in the NW RFCA area. The principle role

is to assist in creating the environment which will encourage employers to support Reservists from the three single services to meet defence requirements.

1. The pro-rata salary on offer is £18,501pa. The Association offers a non–contributory pension scheme (for those under the age of 56) which enhances the salary by 6% to offset contribution deductions of 5%.
2. Applicants should have the following:

a Management and organisational experience.

b. Experience in a commercial environment.

c. Excellent communication, interpersonal and presentational skills.

d. HR/Employment Law experience.

e. Understanding of employers CSR policies.

f. Experience in event planning and management.

g. Experience in managing budgets.

h. Competence working with all Microsoft Office 2010 software, specifically Word, Excel and Outlook. Must also be confident with using Windows 7.

1. The appointment has a probationary period of six months, which may

be extended.

1. The successful candidate will be required to be Security Cleared (SC) and have an Enhanced Disclosure check completed from the Disclosure and Barring Service (DBS) prior to commencement of service.

9. Application forms, together with a full Job Description can be obtained from:

Human Resource Manager (REED 2)

NW RFCA

Alexandra Court

28 Alexandra Drive

Liverpool

L17 8YE

Telephone: 0151 728 2048

Email: nw-hr@rfca.mod.uk

9. The closing date for applications is 1300 hrs on Friday 20 May 2016. Interviews will be held mid-late June 2016 in these Headquarters.