Vacancy: Community Manager
Location: Virtual & Flexible (Office based 1 day per week)
Salary: £25,200 (pro rata £42,000)
Duration: Fixed term contract until 30th October 2023 with extension subject to funding
Hours: Part Time – 3 days per week, 21 hours per week
Closing date: 12 midnight, Monday August 29th
Interviews: The week commencing Monday 5th September 2022

Community Manager
Olmec is recruiting a Community Manager to join our dynamic team and lead on our new Step Change Programme. **Step Change is a holistic programme offering training in employability, enterprise, and community leadership in the boroughs of Brent, Newham and Barking and Dagenham.** Applicants will have a background in project management, communications, and website content management. Applicants will used to working in a small and within diverse communities. We are a flexible employer and welcome job share applications.

About Olmec
Olmec has a proven track record of delivering on our mission of race equality by supporting people into sustainable employment, into board positions and providing business support to social enterprises. Olmec has been working to promote race equality through economic and social justice since 2003. We were founded to respond to the needs of people living in challenging neighbourhoods, focusing on empowering people experiencing levels of deprivation.

Our principal activities are:
● Supporting black, marginalised, and racialised people into jobs, enterprise, and boards
● Empowering communities through arts and anti-racist training
● Acting as a catalyst for social change

How to apply
You will need to send the following via email to info@olmec–ec.org.uk
        1. Your CV
        2. A supporting statement of no more than 2 pages explaining a) how your experiences and values align with our work and b) How will you make Step Change a success?

For Further information:
Sheldon Shillingford, Operations Manager
Mobile: 07885 969268 **Email:** sheldon.shillingford@olmec-ec.org.uk
Website: http://www.olmec-ec.org.uk/

The People's Place, 80-92 High Street. Stratford, London, E15 2NE
T:020 7052 5250 | W: olmec-ec.org.uk
Charity registration number 1100007 | Company registration number 04640278