

CAG Oxfordshire Project Officer

£20,500-£22,500 (pro rata) depending on experience

Part time (22,5 hours per week)

Fixed Term until end November 2018 (with possible extension)

Location: Central Oxford



Background

Resource Futures is committed to a vision of everybody using resources sustainably. We are a purpose-driven company which contributes to the communities we work and live in. Our core values of integrity, independence and commitment are what make us different.

Founded in 2006, we are employee-owned and non-profit-distributing with a 30-year heritage in the waste and resources industry. Our brand is built around being forward-thinking and looking for continuous improvement in the services we provide. We are part of the B Corp movement and take an ethical approach to business to make a positive difference in the world.

Purpose

The CAG project in Oxfordshire, managed by Resource Futures and currently funded by Oxfordshire County Council, is an exemplar community engagement project which has received many awards and accolades within the county and more widely across the UK. We are looking for a Project Officer to join our small and friendly team of CAG for Oxfordshire.

Nature and scope

You will support the Community Action Groups (CAG) Project across Oxfordshire. This will focus on the providing administrative and publicity functions to the project. The project supports the activities of local communities and over 60 established Community Action Groups focusing on waste/carbon reduction and related climate change/environmental/social issues. There will also be opportunities for developing skills in community capacity building and development work.

For an application pack including further details on the role please email:

CAG-ProjectOfficer@resourcefutures.co.uk

(Please note this is an automated email reply and is not monitored. If you do not immediately receive an automated reply, please resend your email to: yeshim.longhorn@resourcefutures.co.uk)

CVs will not be accepted.

Application deadline: 09 May 2018, 9.00 am

Interviews: 15 May 2018 to be held in **Makespace Oxford, 1 Aristotle Lane, OX2 6TP**

For any Job Description related queries about this vacancy please contact Alice Hemming on 07903037290 or Henry Owen on 07903 037428. You can also email: Alice.Hemming@resourcefutures.co.uk or Henry.Owen@resourcefutures.co.uk.

Resource Futures is striving to be an inclusive employer and welcome applicants from all backgrounds.