



*Is the Ochiltree Community Hub  
Looking For You?*

*Are You Passionate about working with  
people?  
Then work with us!*

- **£22k - 24k circa package dependent on experience**
- **39 hours per week (evening and weekend hours will be required)**
- **Location – Ochiltree, Cumnock, Ayrshire**
- **Benefits – All the usual such as Employer Pension Scheme and competitive salary but the best is the opportunity to REALLY MAKE A DIFFERENCE**

Opening summer 2019 the Ochiltree Community Hub is looking for the services of a proactive Hub Manager to work closely with the Trustee Board, staff and volunteers to ensure that the Hub meets our vision –

*“for the community, with the community, by the community”*

As the Community Hub Manager, you are responsible for everything that goes on in your Hub, front of house, customer service representative and office manager all in one, you will be keen to ensure our clients have everything they need and by managing and resolving customer queries, you'll be ensuring your clients continue to use your Hub. As this will be a busy and challenging role, you are required to be forward thinking, proactive, professional, well presented and have a desire to be part of a growing organisation, this could be your dream job!

Please email your confidential CV to -  
alexbaired9@outlook.com or telephone 07780 674252  
for more information  
Closing date 29<sup>th</sup> March 2019