



Chief Executive (permanent)

Salary: c.£35,000 (FTE)

Hours of Work: up to 28 hours per week

This is an exciting opportunity to lead our charity as we emerge from the pandemic and aim to address the additional challenges of the cost of living crisis.

The Citizens Advice service offers free confidential advice online, over the phone, and in person. We give people the knowledge and the confidence they need to find their way forward – whoever they are, and whatever their problem. We help with everything from money issues to problems at work, housing to consumer rights.

While you may not have experience of the charitable sector, or the Citizens Advice service, you will have extensive and proven management and organisational experience. Compassionate leadership and collaboration skills are essential in working together with our Trustee Board, colleagues and partners in developing new strategies and initiatives.

You will be passionate about social justice and our work, share our values, and lead by example. You will be able to balance financial management, income generation, and supporting workforce development, while promoting the continued growth of an inclusive team culture and developing a trusted community service.

We recognise the positive value of diversity, promote equality and inclusion and challenge discrimination. We welcome and encourage job applications from people of all backgrounds.

Closing Date: 5pm on Friday 20th May 2022

Interview Date: week commencing 6th June 2022

For an application pack, please visit: www.citizensadviceeastdevon.org

