11th December 2016

Dear Applicant

We are recruiting a new Project Lead to join our vibrant team. This is a challenging and rewarding role that will lead the development and management of our peer mentoring programme and time bank scheme within South West prisons. You will also develop and promote the scheme with other time banks across the region. Additionally the successful applicant will manage a small team of administration staff.

We need someone who has experience of project development and staff management, preferably, within the voluntary sector. Experience of the prison system is essential. The role requires travel across the South West. Own car is essential. Travel expenses will be paid.

Please complete our application form and send a covering letter showing how you would deal with the challenges of working in a prison. For a job description and application form visit www.fairshares.org.uk , phone 01452 415900 or e-mail [time@fairshares.org.uk](mailto:time@fairshares.org.uk). For an informal discussion and to find out more about the role please contact Jez by email on [jez@fairshares.org.uk](mailto:jez@fairshares.org.uk)

Closing date for returned applications: 20th December 2016

Interviews will be held on the 6th January

**Due to the nature of the post in working with offenders you will be subject to a full prison service security check and must be eligible to work in the UK.**

Yours sincerely

Jez Spencer

CEO