

Advertising Paid Positions in the Voluntary and Community Sector

Buckinghamshire County Council has negotiated with Hays (recruitment specialist) 20 free adverts per year for the Voluntary and Community Sector which Voluntary Impact Bucks (VIB) will administer. These adverts will appear on the Bucks County Council website www.bcc.gov.uk jobs section.

Criteria for allocation:

- This service is only available for paid posts
- First come first served basis – 5 per quarter. Any allocation unused at the end of one quarter will be passed on to the following one.
- In the event that demand exceeds supply consideration will be given to the job location and the significance of the role.
- The final decision will be based on the judgement of the person administering this scheme for VIB.

Procedure

Please contact Lindsey Jefferies in the first instance by telephone 01494 523440 or email wycfunding@nascr.net

An advert will be composed by the recruitment team at BCC from the information you provide. Please supply the following where possible:

- Outline requirements of the job
- Essential and desirable criteria for job applicants (to limit the number of inappropriate applications received)
- Location
- Hours
- Salary
- Length of contract (if applicable)
- Details of how to apply or to receive further information
- Closing date
- Interview date
- Any further information that may be applicable

Any enquiries/applications through the website will be forwarded by email to the named contact of the organisation.