



Community Engagement and Volunteering Manager – full-time, permanent contract

Have you got what it takes to play a major part in Shakespearian history? The Shakespeare Birthplace Trust is transforming the site of New Place, the adult home of the world's most famous playwright in celebration of 400 years of Shakespeare's legacy. Shakespeare's New Place will reopen as a landmark heritage attraction for the 400th anniversary of Shakespeare's death in 2016, and we're looking for new team members to join us on this exciting journey.

We're now recruiting for a Community Engagement and Volunteering Manager, to start as soon as possible. You will be responsible for the recruitment and development of volunteer teams who will be involved in every aspect of bringing to life the story of Shakespeare at the height of his success as a writer and prominent citizen of his home town. You will also play a key role in providing topical guidance and support to the site on all volunteering matters. Initially this role will report into the Director of HR & Administration until the New Place Manager is appointed later this year.

This is a critical role helping to deliver the New Place project and also continue to build links with the community and our volunteers long after the project is completed. You will have a sound understanding of volunteering trends and legislative frameworks and a knowledge of national and local networks that support volunteering. You will have team leadership and management experience. You will have previous involvement in the successful implementation of a promotion and outreach programme to identify, engage and recruit volunteers to the project.

If you would like more information about the role, please call 01789 201841 or email jobs@shakespeare.org.uk.

The closing date for applications is 5:00pm Monday 21 December 2015.

First stage interviews will be held on Wednesday 6 January 2015 and second stage interviews will be on Tuesday 12 January 2015.

NB: This role also includes regular weekend work and evening and bank holidays where required.

The Shakespeare Birthplace Trust is committed to promoting equality of opportunity and building a diverse and representative workforce and we particularly welcome applications from disabled people and members of the black and minority ethnic communities.

To apply for any of the positions please send your CV and a covering letter (outlining your knowledge, skills and experience that are relevant to the role) to HR Department, The Shakespeare Birthplace Trust, The Shakespeare Centre, Henley Street, Stratford-upon-Avon, CV37 6QW or email jobs@shakespeare.org.uk.

