



Operations Manager Vacancy, Hope Nottingham

Hope Nottingham is a Christian charity working in unity with local churches and many partners to provide relief from poverty, sickness and distress to vulnerable people in local communities. We work alongside individuals and communities to establish sustainable, fulfilled lifestyles and thriving neighbourhoods. Having recently celebrated its 10th anniversary, Hope Nottingham now enjoys a leading position in relation to community hub and foodbank provision across the greater Nottingham area.

We wish to recruit an experienced Operations Manager to support the growth and development of Hope Nottingham's mission.

This is a senior leadership role, designed to facilitate the effectiveness and growth of the charity through the provision of operational organisation and management of the extensive and varied activities undertaken by the charity. The role's aim is to release the Director and Project Leadership staff from management functions and to give full support to all the ministries of the charity, providing the practical framework to enable the charity to fulfil the vision to which God has called it.

Areas of responsibility will include:-

OVERSIGHT OF ADMINISTRATION & COMMUNICATION

FINANCIAL MANAGEMENT

FACILITIES MANAGEMENT HEALTH AND SAFETY

FOOD HYGIENE

IT Oversight (involves deployment of external consultant for technical matters)

We encourage applications from people from the widest possible diversity of backgrounds, cultures and experiences.

This is an exciting and demanding role, working with a very dynamic charity to bring hope to local communities across Nottingham.

To apply please use the application form available via the Vacancy link at the bottom of the home page of www.hope-nottingham.org.uk

For any queries contact the Director, Nigel Adams nigel.adams@hopenottingham.org.uk

Closing date: 11th September 2020