

## Trainer / Admin Officer

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£ 20,661 - 21,962pa

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Home-Start Haringey is a voluntary organisation committed to promoting the welfare of families with at least one child under twelve years of age and developing local parents as peer volunteers

Home-Start Haringey is a dynamic and established scheme and requires: -

**Part-Time Trainer/Administrative Officer (2-year contract) to work within our Big Lottery Funded Project.**

**Experienced part-time Trainer Admin Officer is required with good, IT, Admin, and Finance skills. Ability to work in a small team and demonstrate initiative and ability to provide personal development support for volunteers.**

Hours: 22 hours per week

Work days - Monday - Thursday

Closing Date: 14th August 2018 at 12noon.

Interviews: 6<sup>th</sup> September 2018

Home  
START

Support and friendship  
for families

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Home-Start  
Haringey

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