

Governance Officer

Dorset Advocacy

Place of work: Dorset Advocacy, Dorchester. The postholder may carry out work from home where appropriate, and by agreement with the Chief Executive.

Hours: Average of 24 hours per month, to be worked flexibly in accordance with the demands of the governance calendar for the organisation.

Salary: £17,040 - £19,547 pro rata.

Dorset Advocacy is a well-established community organisation that helps people who experience disadvantage or discrimination to speak up, promote their rights, and play a full part in the life of their community.

The Board of Dorset Advocacy has invested considerably in the development of our governance over the past two years. We now seek a capable and well-organised individual who will help us to ensure that our governance, internal control and compliance activities run efficiently and effectively. A key aspect of the role will be servicing the Board and its committees. There are usually four Board and four Committee meetings per annum, plus an Annual General Meeting.

Closing date: **Friday 25 September 2020**

Interviews for this post are provisionally scheduled for Friday 9 October

For discussion and application pack please contact mike@dorsetadvocacy.co.uk, or call 01305 256893