

We are recruiting

IcFEM Europe is a small Christian Charity that exists to support the work of IcFEM Kenya (www.icfem.org). IcFEM Kenya works to facilitate transformation of communities in Kimilili, Western Kenya.

Due to a growing number of programmes at our hospital and school we have an exciting opportunity to expand the UK team. We are advertising two part-time roles but there may be flexibility within this for the right person. We are looking for committed staff who are self-motivated and have the skills and attitude to be independent workers.

These jobs have an occupational requirement under Schedule 9 of the Equality Act 2010 to be held by an active, practising Christian who assents to our Statement of faith.

Operations Manager

Part-Time: 28 hours a week (Flexible)

Salary: £30,000-£35,000 PA (based on 37.5 hour week)

Annual Leave: 25 days PA plus Bank holidays and your birthday if it falls on a weekday. The office will shut 25th December - 1st January and these days will not be counted as part of your leave entitlement.

Accountable: Chair of Trustees, Treasurer and Programme Co-ordinator (this will change after the handover period).

Location: Work from home but with handover period of regular meetings in the North-West /Warrington area (this can be flexible).

Contract: Permanent (6-month probation)

Please see: Operations Manager Job Description

Fundraising Manager

Part-Time: 21 hours a week (Flexible)

Salary: £25,000-30,000 PA (Based on 37.5 hour week)

Annual Leave: 25 days PA plus Bank holidays and your birthday if it falls on a weekday. The office will shut 25th December - 1st January and these days will not be counted as part of your leave entitlement.

Accountable: Chair of Trustees, Treasurer and Programme Co-ordinator (this will change after the handover period).

Location: Work from home but with handover period of regular meetings in the North-West /Warrington area (this can be flexible).

Contract: Permanent (6-month probation)

Please see: Fundraising Manager Job Description

Deadline for applications: 5pm on October 30th 2020

For further questions please contact: becky.nightingale@icfem-mission.org

Please apply with the following:

A covering letter of not more than two pages, outlining your motivation and relevant experience for this role, explaining how you meet the person specification including your Christian faith .

A full CV, including responsibilities held and relevant achievements.

2 references should be supplied, 1 of which should be your most recent employer (or if that is not possible someone who has known you in a professional capacity).

Daytime, evening and/or mobile telephone numbers

This job is unlikely to attract a Tier 2 Certificate of Sponsorship (formerly a work permit). Applications from candidates who require Tier 2 immigration status to work in the UK may not be considered if there is a sufficient number of other suitable candidates. To apply for a Tier 2 Certificate of Sponsorship, employers need to demonstrate that they are unable to recruit a resident worker before recruiting an individual overseas. For further information, please visit: <https://www.gov.uk/government/organisations/uk-visas-and-immigration>
We believe that this post will not be suitable for individuals on Tier 5 visas as these posts are not considered to be supernumerary to the organisation. For further details, please visit the UKVI website: <https://www.gov.uk/browse/visas-immigration/work-visas>