



## Vacancy for MAPS Project Manager

Bridge Builders Christian Trust is a local charity working throughout Stevenage and surrounding areas in partnership with parents, teachers, church leaders and many committed volunteers to provide real and relevant opportunities for children to explore the Christian faith.

We are now looking to appoint a **Mentoring and Pastoral Support (MAPS) Project Manager**. The work of the **Project Manager** includes: working with and going into schools on a regular basis to support and meet with children who are going through any kind of emotional difficulty, meeting with children on a one to one basis or in small groups, keeping up to date and accurate records and working with and leading volunteers in this work.

This role requires many varied skills and wide experience, including managing volunteers, ability to communicate and connect with young children, ability to plan, flexibility, interpersonal strengths in dealing with people both inside Bridge Builders and outside (including local ministers and teachers), ability to work under pressure. Good communication skills and a confident telephone manner are essential. Word processing and spreadsheet skills are highly desirable. Experience of working with vulnerable children is essential. A qualification in counselling would be desirable.

Based at the Bridge Builders Resource Centre in Stevenage, project work is undertaken in primary schools and churches in Stevenage and the surrounding areas.

This post is subject to an enhanced Disclosure and Barring Service (DBS) check.

**Conditions:**    **Salary:** £6,840 p.a. payable monthly    **Notice Period:** 1 month  
**Hours per week:** 15 - Term time only for 38 weeks a year.  
**Holidays:** To match school term times

Bridge Builders Christian Trust is established on Christian principles. There is a genuine occupational requirement that the post holder is a Christian in accordance with the Equality Act 2010 Schedule 9, Part 1.

For an application form and job specification please go to the vacancy page on our web site. Please submit your application form to Peter Gordon, Honorary Director, at the address below, or by e-mail to [peter.gordon@bridgebuilderstrust.org.uk](mailto:peter.gordon@bridgebuilderstrust.org.uk). Closing date for applications is Friday 1<sup>st</sup> June 2018.