



**MANNA HOUSE**

*Housing Advice, Advocacy and Support*

The Stephenson Centre, Ann Street, Kendal, Cumbria LA9 6AA  
email: [info@manna-house.org.uk](mailto:info@manna-house.org.uk)  
Tel: 01539 725534

## **Volunteer Coordinator - Part Time Kendal**

*14 hours per week and £11 per hour*

Manna House is a Kendal-based Charity offering advice, advocacy and a drop-in support centre for those who are homeless, vulnerably housed, lonely or needing help.

We are looking for someone to recruit, induct, manage, inform, supervise and train the Manna House volunteers, of which there are currently 50+.

You will be a great communicator, organised, kind and able to encourage all members of the public to support Manna House's mission.

You will have excellent interpersonal, IT and written communication skills, the ability to work within a staff team, and a desire to support volunteers. Experience in a charity setting, knowledge of good practice in working with volunteers and events management is preferred.

You will need the ability to work under pressure, to use your own initiative and to operate within an equal opportunities framework. Creativity and flexibility are always valued!

Closing date & shortlisting: 19<sup>th</sup> February 2019 @ 3pm  
Interviews: 22<sup>nd</sup> February 2019 from 9am

For further information and an application form, please contact Andrea:  
[info@manna-house.org.uk](mailto:info@manna-house.org.uk) or ring 01539 725534

Manna House (Cumbria): Registered Charity No. 1147785  
Company Limited by Guarantee 804148

