



Dear Applicant,

Reference: Deputy Service Manager Vacancy

Please find enclosed an Application Form, Guidance notes, Job Description & Person Specification and Equalities form for your attention.

This is a fantastic opportunity to be a part of a unique charity that is peer led and focussed on the wellbeing of its members and service users. We are looking to employ someone on a part-time basis 30 hours per week (4 days equivalent) to work with the Service manager to deliver the Peer Support Group service Changes Bristol offers.

The peer support service has continued to grow from its early beginnings 19 years ago and now serves over 900 people every year. You will help manage the service, deliver training, manage volunteers and report to the service manager.

About Changes Bristol mental health charity

Changes Bristol is a mental health charity that provides a service to those suffering mental distress in greater Bristol. Our core service provides peer support meetings that run every week that are open access with no referral necessary, and where the support is there for as long as people need it.

We consider our service to be essential to the population of Bristol and wish to maintain, improve and expand our service in the coming years.

The recruitment process

This will involve completing and returning the enclosed Application form and Equalities form to be considered for the role. Please read the guidance notes before completing the application. This can be emailed to recruitment@changesbristol.org.uk for the recruitment officer.

After the closing date of July 8th 2022, we will assess all the applications received and compile a shortlist of candidates. If you are chosen on the shortlist, you will be invited for an interview on Zoom. The interviews will take place the following week. The second stage will involve an interview in person at our offices.

We look forward to receiving your application in due course.

Kind regards

Jason Washbourne
Chief Executive Officer
