



MANCHESTER BME NETWORK

MCCR requires a **RESEARCH & INFORMATION OFFICER** to start as soon as possible, as funds have recently been secured from Capacity Builders for a 1 year project to develop the Manchester BME Network.

Salary: £20,000 per annum

The appointment is temporary until 31 March 2008. The post may suit young graduates seeking their first research opportunity. A secondment would also be welcome.

The successful candidate will:

- Work closely with MCCR's project management team and Manchester BME Network's Steering Group
- Research and deliver a monthly programme of information, advice and training events for Manchester's BME VCS
- Develop the Manchester BME Network and its membership
- Link Manchester BME VCS organisations into mainstream capacity building services
- Develop a portfolio of VCS capacity building resources
- Develop an information bank for the Manchester BME VCS
- Assist in developing the VCS resources page on MCCR's website
- Undertake reporting, monitoring and administration

Closing date: Monday 28 May 2007

Interviews will be held on **Tuesday 5 June 2007**

For a job description, person specification and application form, please contact:
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MCCR is an equal opportunities employer and encourages applications from all sections of the community