



Communications & Project Support Coordinator

Salary: £18,000 per annum

Closing date: 7 August 2017

Location: Central Bath

Are you looking to develop a career in PR and communications? Are you passionate about using your communications skills to make a positive difference to people's lives?

Genesis Trust Bath is an inspiring and much loved Christian charity in Bath, supporting vulnerable and homeless adults. Together with our hugely valued volunteers, who now number 700, we help 4,000 people a year facing homelessness, poverty and deprivation.

We are looking for an enthusiastic, capable, creative and organised communications and project support co-ordinator, to help us tell our story. You will need to roll up your sleeves and help us with day to day administration of our varied projects and head office too. This is a very varied role involving day to day social media management, copywriting and content creation, in addition to administrative support across the whole organisation.

Working closely with the Chief Executive, you will be part of a welcoming and friendly team, with the support of communications and fundraising experts, focussed on making a real difference to the lives of our clients.

If you want to be an important part of our future, then please click here for more details <http://genesistrust.org.uk/about-us/latest-vacancies/> or email us to request an application form: office@genesistrust.org.uk