

# Job opportunity with Community Money Advice (CMA)

## Operations Support Manager (OSM) Midlands & North Wales

CMA is looking to appoint an Operations Support Manager (OSM) to provide regional support to CMA affiliate debt advice centres across the Midlands and North Wales. *Broadly East to West: Leicester > Birmingham > Shropshire > N Wales (to Colwyn Bay)*

The OSM will cover 20 plus established centres, and also work to establish new centres across the region.

This is a 16 hour per week role, flexible time, but typically worked across 2 days per week.

Salary **pro-rata £25K** plus expenses, contributory pension scheme, & Perkbox employee benefits.

Pro-rata 25 days holiday per year and pro-rata bank holidays.

We're looking for someone preferably with face-to-face debt advice experience (though we will also consider other relevant experience), willing to undertake travel across the region, visit centres (so flexible hours working will be required), providing support and encouragement and undertaking annual audits of CMA affiliation standards. You will also keep in regular contact with your centres via phone and email, and employ Zoom conferencing when appropriate. You will have a good understanding of the personal debt crisis facing the UK, including the causes and effects of debt, along with genuine non-judgmental compassion for people whose lives have been blighted by debt and money problems. You will be managing a mixture of CMA Debt Advice Centres and CMA Connect Centres.

**N.B. While Covid-19 lockdown restrictions persist, Zoom will be the primary tool for 'visits'.**

Candidates are required to be of Christian faith - GOR exemption applies.

The role will report to the CMA Chief Operating Officer, John Franks.

Closing date for applications: **Friday 17<sup>th</sup> July 2020**. Proposed start date 1<sup>st</sup> September 2020.

Download the job description via this link:

[OSM Midlands & N Wales JD](#)

### To Apply

Email a letter of application and a current C.V. to John Franks: [john@communitymoneyadvice.com](mailto:john@communitymoneyadvice.com)

If you would like to discuss this role prior to your application, arrange a phone call with John or Heather Keates (CEO) by emailing: [info@communitymoneyadvice.com](mailto:info@communitymoneyadvice.com) .