

14 May 2019

The Florence Institute  
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W. [www.arieltrust.com](http://www.arieltrust.com)

Registered Charity No. 519688  
Company Registration No.  
2113575

Dear Applicant

## Application pack – Project Officer

Thank you for your interest in the above post. Please find enclosed a copy of the application pack:-

- Job Description
- Person Specification
- Application Form
- Equal Opportunities monitoring form

The Project Officer's post is full-time, 35 hours per week with employment commencing 1 August. The salary for the post is £26,822 pa (subject to pay review) plus up to 6% pension contributions, with pension contributions commencing three months into your contract. The post is on a fixed term contract for three years.



Please return the application form to us at the above address by **12pm on Monday 24 June**. If you would like to complete and submit the application electronically a word version of the form is available on our website [www.arieltrust.com](http://www.arieltrust.com) and can be emailed to us at [admin@arieltrust.com](mailto:admin@arieltrust.com).

Interviews are scheduled for **Wednesday 3 July**. Please advise us in your application if you have any problems attending an interview on this date.

Thank you again for your interest, we look forward to receiving your application.

Yours sincerely

**Paul Ainsworth**  
Director