



Job Reference: HEADSE01

Job Start Date: ASAP

Position Type: Contract, Full time

Role: Head of Social Enterprise Department

Hours: Flexible

Location: Various

Pay: £10 an hour

Job description

The role will include being the 1st point of contact for the Social Enterprise side including the radio show —currently in charge of building this team effectively by the end of January. In charge of setting weekly tasks to rest of team and ensuring they do it. Ensuring goals are achieved monthly, quarterly and thereafter meeting with the G.O and Events Manager throughout.

It's important that the Head of Department represents company heavily even when CEO is there. This role will include attending some important meetings on behalf of company and giving speeches/leading executive presentations on behalf of the social enterprise side in the UK and all over the world. This role will include more background work and decision making than being present always. This role will include strategic planning and heavy innovation. Candidate will make a conscious effort to think of ways on how to better the company, its events, workshops and so forth.

Head of department must:

- Be excellent
- Be organized
- Have heavy leadership skills
- Be focused
- Be a great communicator
- Have a good eye to detail
- Be eligible to work in the UK
- Be able to provide at least 2 excellent references prior starting

If successful, candidate will be monitored for a month before becoming a permanent member of staff. Paid work throughout.

For full details contact:

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If you think YOU have what it takes to be an amazing Head of Department within an amazing company APPLY NOW! ****MUST BE DBS CHECKED****