

11th December 2017

Dear Applicant,

Thank you very much for your interest in the role of Head of Counselling.

Please see attached a copy of the Job Description and Person Specification. There is also a copy of the Confide Policy regarding DBS. Informal discussions about the role are welcomed, please contact me on 01743 351319.

If you do decide to apply please send a copy of your CV along with a letter of application setting out how you feel you meet the requirements of the person specification.

We are happy to receive either electronic or hard copy applications. Email applications should be sent to janetradford@confide.org.uk and for mailed copies our address is The Roy Fletcher Centre, 12-17 Cross Hill, Shrewsbury, SY1 1JE. Please make sure all applications are marked "For the attention of Janet Radford". The closing date is 29th December 2017.

Interviews for short-listed candidates will be held at the Roy Fletcher Centre on Tuesday 9th January 2018.

We look forward to receiving your completed application.

Yours sincerely

Janet Radford
Chief Executive Officer.