



# INTERNAL JOB VACANCIES

18th February 2020

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## **Working for Guide Dogs**

If you want to work for an organisation that makes a real difference to the lives of people who are blind or partially sighted, Guide Dogs may have a great opportunity for you. We have more than 1,000 staff working across the UK in a wide range of roles, all motivated by knowing that, whatever their job, they are playing their part in helping our clients get around independently and safely.

We welcome applications from all sections of the community and we actively encourage diversity. The skills and abilities that we are looking for are as diverse as the range of jobs we have to offer. We are committed to fostering talent and supporting the development of our current staff and registered volunteers.

Please note, all vacancies close at midnight on the date specified. If you would like more information for any of the vacancies below, please call our Volunteering Office on 0345 143 0191. CVs will not be accepted.

Please continue to the next page for details of current vacancies.

## Available roles

<b>Role</b>	<b>Location</b>	<b>Closing date</b>	
Qualified Habilitation Specialist	Nottingham	25/02/2020	External
Head of Events	Central Office	22/02/2020	External
Diversity & Inclusion Manager	Central Office	25-Feb-2020	External
Digital Producer	Central Office	27-Feb-2020	External
Dog Care and Welfare Assistant	National Breeding Centre	21-Feb-2020	External
Habilitation Specialist	Manchester	28-Feb-2020	External
Children and Young People's Advice Line Support Coordinator	Birmingham	23-Feb-2020	External
Central Services Support Coordinator	Birmingham	23-Feb-2020	External
Operations Support Coordinator	Newcastle	23-Feb-2020	External
Operations Support Coordinator	Hull	23-Feb-2020	External
Access Assistant (home start/Warrington)	Home Start (Nominated Office)	24-Feb-2020	External
Head of Internal and External Communications	London	28-Feb-2020	External
Senior Communications Manager	Central Office	28-Feb-2020	External

Legacy Case Manager	Central Office	01/03/2020	External
eCommerce and Retail Manager	Central Office	04/03/2020	External
Local Fundraising Relationship Manager	Home Based (Geographical Area)	05-Mar-2020	External
Volunteering Office Assistant	Atherton	01/03/2020	External
Supporter Care Advisor	Central Office	08/03/2020	External
Qualified Orientation & Mobility Specialist	London	10/03/2020	External
Qualified Orientation & Mobility Specialist	Home Based (Nominated Office)	10/03/2020	External
Dog Care and Welfare Assistant	Atherton	27/02/2020	External
Dog Care & Welfare Assistant	National Breeding Centre	02/03/2020	External
Events Administrator	Central Office	27/02/2020	External
Rehabilitation Worker	St Albans	23-Feb-2020	External
Accounts Payable Manager	Central Office	23-Feb-2020	External
Finance Business Partner	Central Office	05-Mar-2020	External
Volunteer Coordinator	Bristol	25-Feb-2020	External
Operations Support Coordinator	Glasgow	03-Mar-2020	External

[For further details \(including how to apply\) for all external vacancies, please see our jobs board by clicking anywhere on this sentence.](#)

Thank you for your interest in working with Guide Dogs.

Please see below for the job description and person specification for each of the internal roles listed above.

The contents table at the top of this document will tell you the page number for each role.

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