

July 2021

Dear Enquirer

Thank you for contacting us about our vacancy for the post of
HeadsUp Marketing & Engagement Manager – maternity cover.

The application pack consists of:

- Job Description & Person Specification
- Background Summary
- Supporting Statement guidance
- Equality & Diversity Statement
- Equalities monitoring form

Please submit your **CV and a Supporting Statement**, referring to the criteria in the person specification section, which follows the job description. Please refer to the guidance when completing your Supporting Statement.

Please email your completed application to
info@mindinharrow.org.uk.

We would be grateful if you could return the Equalities monitoring form with your application; it will be removed and kept separate before shortlisting.

The deadline for returning your completed application form is

Closing date: Sunday, 1st August at midnight

Interviews: 1st stage: Wednesday, 11th August and
2nd stage: Thursday, 12th August.

Thank you for your interest in this post.

Yours faithfully

Deniz Csernoklavek
Service Manager

Mind in Harrow relies on donations to continue its work. Please help if you can. Contact 020 8426 0929 to make a donation.

Working towards equal opportunities

Chief Executive
Mark Gillham

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by Guarantee
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3351324

Registered Charity
Number 1067480

Registered Office:
First Floor, 132-134
College Road
Harrow HA1 1LJ