**RAY Ceredigion Community Hub**

RAY Ceredigion has received funding from the National Lottery Community Fund to support the provision of a Family Centre as well as a range of other activities across ages and abilities. We are recruiting an assistant to work alongside our Family Centre Coordinator to deliver activities for families, we currently have sessions running Mondays, Tuesdays and Wednesdays within school hours in term time and similar hours and provision during school holidays.

The activities we provide are attended by mums, dads, grandparents and other carers, and are a mix of open access drop in events and more structured sessions such as baby massage, language and play, baby weaning. The Family Centre has a weekly parent led breastfeeding group and we receive support from a number of local agencies. We are looking for with the right skill set to support our activities and we will be able to provide both training and support as required.

Please read through the Job Description and Person Specification and refer to the specific experiences and skills within the Job Description and Person Specification when filling in the application form – we are looking for detailed information on your own skills and experience match what we are looking for so give examples from you past employment, education or training which clearly show the experience you will be bringing to the post.

Please complete and return the application form by post or email by the closing date of Wednesday 10th April and interviews will be arranged the following week.

Please return applications via email to [gill.byrne@rayceredigion.org.uk](mailto:gill.byrne@rayceredigion.org.uk)

Or by post marked **‘Confidential’** to

Gill Byrne, Executive Officer Pengloyn, Tabernacle Street, Aberaeron, Ceredigion SA46 0BN

Thank you for your interest in the post



Executive Officer, RAY Ceredigion