



One Voice Wales Community CPR and Defibrillator Manager

£31,226 per annum 37 hours per week

(2 year fixed term post)

One Voice Wales is the national representative body for the 735 Community and Town Councils in Wales. As the One Voice Wales Community CPR and Defibrillator Manager you will: be the primary contact for all 735 Community and Town Councils on community Cardiopulmonary Resuscitation (CPR) and Defibrillator activity for One Voice Wales including:

- Supporting Community and Town Councils across Wales with regard to the current CPR training and defibrillation resource.
- Working in collaboration with Save a Life Cymru (SaLC) to develop a local strategic plan to ensure all defibrillators in the area are available 24/7, rescue ready and registered with the National Defibrillator Network (The Circuit).
- Liaising with SaLC and its partners as required, identifying and writing up case studies and monitoring reports for the benefit of Community and Town Councils across Wales.

You should have:

- Good general education including knowledge of the functions and operation of Community and Town Councils
- Educated to degree level or other relevant health related qualification.
- Work experience which is appropriate to the duties of the post eg awareness of the statutory and mandatory legislation and guidance for CPR in the UK and challenges to health related training and initiatives
- Experience of project management, policy making and community development.
- High-quality inter-personal skills, able to develop effective trust-based relationships and collaborations with member councils and other external partners.
- Welsh language skills highly desirable.
- Highly motivated, able to work on own initiative and as part of a team; and
- Good quality ICT skills, familiar with MS Office applications, email and internet.

Please see attached separately the job description and application form.

CVs will not be accepted.

Closing Date Tuesday 14th December 2021 (4pm)