### Community Partnerships Advisor

**Based at: Avon Fire & Rescue Service HQ - Portishead**

**Contract: Permanent**

**Hours: 37 hours per week**

**Salary: Hay 9 (£21,589 - £24,799)**

**Closing date: Noon on Friday 01 November 2019**

Our Risk Reduction team reaches out to the most vulnerable people in our communities, to help ensure they can live safely. To help us do this we work with partner organisations that can put us in touch with vulnerable people so that we can visit them in their homes and provide safety advice, and reduce the risk of harm.

We are looking for an experienced individual to join the Risk Reduction team to develop and maintain partnership links between Avon Fire & Rescue and the above organisations. You will undertake project work to help us identify and reach vulnerable groups, and provide ‘point of contact’ advice and guidance for our staff in relation to community partnership working.

To be considered as a candidate you will be a motivated team player with knowledge and understanding of issues relating to vulnerable people in the community. You will have experience of working with organisations that support vulnerable people, and of establishing and maintaining partner relationships.

You will be required to drive and must hold a current full driving licence. Service pool cars are available, however if you use your own vehicle appropriate allowances will be paid. Duties may involve evening work.

An in-depth Disclosure & Barring Service (DBS) check will be necessary. As this post is based at Police & Fire Headquarters in Portishead, a security clearance process will also be required.

### How to apply:

The job description is available to download on our website [www.avonfire.gov.uk](http://www.avonfire.gov.uk). Once you have read the job description, complete our application form telling us how you meet the requirements of the role. Please provide examples of your skills, knowledge and experience as this will help us in our shortlisting process.

Completed applications must be submitted to Human Resources, Avon Fire & Rescue Service Headquarters, Police & Fire Headquarters, PO Box 37, Valley Road, Portishead, Bristol BS20 8JJ by the closing date and time. Alternatively, you can email your application to [hr.admin@avonfire.gov.uk](mailto:hr.admin@avonfire.gov.uk)

Late applications will not be accepted. Please quote job reference number **1522** on any communications. Thank you.