



**Careers Advisers and Careers Coaches:  
Oxfordshire and Buckinghamshire  
£22,110 - £28,578 per annum pro rata  
Permanent and Temporary positions  
Full Time or Part Time**

Do you have the passion and commitment to help young people? Are you flexible, adaptable to change and open to new and innovative ways of working? Adviza is a large, vibrant and innovative charity working with young people and adults to help them make the best of their lives.

Working for us will offer you an interesting and rewarding opportunity to help young people succeed in their careers, overcome barriers and enable them to reach their full potential. Providing them with access to information, support, advice, guidance you will be making a real difference to the lives of young people.

We have an exciting opportunity for an individual to work across Oxfordshire and/ or Buckinghamshire to undertake the delivery of careers information, advice and guidance playing an active role in supporting young people with their next steps.

We are looking for applicants with:

- Significant experience of working with young people in a variety of settings
- Experience of working with schools and colleges and multi-disciplinary teams
- Good interpersonal skills with the ability to build networks and influence others
- Knowledge of careers information, advice and guidance; including Levels 4 and 6 in Careers Guidance qualifications

For details of how to apply for this post and to access a full job description, please visit our Adviza website and click on the 'work for us' section. Alternatively, you can use this direct link:

<http://www.adviza.org.uk/about-us/work-for-us/> For queries please contact the Adviza Human Resources Team on [hr@adviza.org.uk](mailto:hr@adviza.org.uk) or 0845 217 1367. For an informal conversation regarding the position or working for Adviza, please contact Alix Simpson on 07921 941 262 or Alex Chapel on 07900 137962.

**Closing date: Monday 16<sup>th</sup> October 2017 at 5pm**

**Interview date: Tuesday 31<sup>st</sup> October 2017**

This position is subject to an enhanced DBS check. Adviza supports equal opportunities in employment and is a positive about disabilities employer. Every disabled candidate who meets the minimum criteria will be offered an interview. The minimum criteria can be found on the relevant person specification in the application pack.

**Our Benefits:**

Adviza offers a competitive benefits package including 28 days annual leave, which increases with service, flexible working arrangements and a commitment to employee learning and development.

**Adviza has been named in the Sunday Times Top 100 Best Not-For-Profit Organisations to Work For list for the last seven years**

