



**Cobseo**  
**The Confederation**  
**of Service Charities**

## **Cobseo Jobs Bulletin – 15 May 2023**

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## **Jobs**

### **BFBS – Account Manager**

BFBS Creative is a Creative Agency with a difference. We are content creators and strategic campaigners who thrive off providing creative solutions for our clients’ communications challenges. We do work with purpose and variety, some even award-winning. We primarily work with the UK Government, Armed Forces, and charities to deliver strategic communication campaigns and content that matters. We’re looking for someone who already has experience as an Account Manager / Executive in a Creative Agency environment. Our key content outputs include video production, graphic design and animation, and audio podcast; experience in delivering such content is preferred but not a deal-breaker. [Read more here.](#)

### **DMWS – Welfare Support Worker (Glasgow)**

Do you want to make a real difference to the lives of the military community? Are you a confident, self-starter with welfare experience? We are offering a part time post (up to 26 hours per week) to someone with strong people skills, who can work independently and as part of a large team, to join DMWS in NHS (GG&C) Health Board Area. The post will be a joint DMWS and NHS post. It will operate under an honorary contract with the NHS Board and will be line managed by the DMWS Head of Region and the Veterans Support Coordinator (VSC). Management, training, supervision, safeguarding and guidance will be provided through the DMWS support network and Head Office. [Read more here.](#)

### **Forces Employment Charity – Caseworker (Kent & Sussex)**

The Forces Employment Charity offers a specialist programme developed to support veterans in the Justice System who may be vulnerable, socially isolated, or need support to live or maintain a law-abiding life. [Read more here.](#)

### **Forces Employment Charity – Client Advisor**

We are looking for a Client Advisor to join a well-established and integrated team. As a Client Advisor you will be hard working, meticulous to detail and conscientious. Working on behalf of the CTP, the principal role will be to advise and assist in the transition management of HM Forces personnel who are leaving or have left the Armed Forces. [Read more here.](#)

### **Forces Employment Charity – Head of People**

The Forces Employment Charity are looking for a highly motivated and suitably skilled senior manager to promote and execute high quality human resource delivery by planning, developing, and managing human resources programmes; directs own team and coaches/advises others across the business. Represents the HR department consistently and with professionalism across the whole organisation with confidence and skill. [Read more here.](#)

### **Forces Employment Charity – Early Service Leaver Co-ordinator (Scotland)**

The Forces Employment Charity are looking for a Early Service Leaver Coordinator to promote and influence the benefits of engagement with CTP FH to ESLs in Scotland, raise awareness of the CTP FH programme provision amongst the military units in Scotland, and co-ordinate and support ESLs to register with CTP FH, DTS, and organisations who can address immediate barriers to employment. [Read more here.](#)

### **Forces Employment Charity – Senior Bid Writer**

The Senior Bid Writer will join the Forces Employment Charity (FEC) during an exciting time as the charity grows and expands its business development, fundraising and income generation. This is an outstanding opportunity for an ambitious and enthusiastic team player with great bid writing skills to advance their career and our vital charitable work. You will work with the Head of Development to research and identify new fundraising opportunities from trusts, foundations and companies and convert these into long term business relationships. [Read more here.](#)

### **Forces Employment Charity – Support Team Client Advisor (Birmingham)**

Forces Employment Charity offer a specialist programme which supports veterans in the Justice System who may be vulnerable, socially isolated, or need support to live or maintain a law-abiding life. The role of Client Advisor is to deliver the support centre function for the programme. [Read more here.](#)

### **Forces Employment Charity – Veterans Support Advisor**

A position has become available within The Forces Employment Charity Support Centre as a member of the Veterans Support Team based in Birmingham. We are looking for a Veterans Support Advisor to deliver The Forces Employment Charity Support Centre function. As a Veterans Support Advisor, you will be hard working, meticulous to detail and conscientious. The ideal candidate will be a self-starter with a strong customer focus, excellent telephone manner and be capable of working within a large team and on their own initiative. [Read more here.](#)

### **Forces in Mind Trust – Chief Executive Officer**

## **Forces in Mind Trust – Chief Executive Officer**

In an increasingly complex and competitive space, FiMT has the well-earned international reputation for delivery of this mission by bringing evidence and independence into informing policy making and service delivery. Our next CEO will join at a pivotal moment in FiMT's life and will have the opportunity to shape and lead a world class organisation. Working closely with the Board to implement our strategic priorities, they will ensure we continue to leverage all that has made FiMT so successful to date. They will have the vision to enable FiMT to adapt and evolve to best utilise our convening power, influence and funds to drive future impact and remain trusted thought leaders in the military transition space into the next decade. To achieve this our next CEO will be an experienced, trusted and capable leader, who has a naturally curious style and will bring effective alliance-building and leadership skills to the job. Credible with stakeholders and inspirational with the team, they will be a servant leader, able to build a strong platform for the executive and happy to give others the spotlight. This is a fantastic opportunity to lead a respected and influential charity that is making a difference to the lives of those who have served their country.

[Read more here.](#)

## **Forces in Mind Trust – Grants and Data Officer**

As the Grants and Data Officer, you will support the delivery of the Trust's grant giving programme by working with grant applicants as they develop their applications and monitor and manage a case load of multi-year grants and support the wider grants portfolio as needed. In addition, you will be responsible for the continued development of the Trust's grants management database (Microsoft Dynamics). This will include the analysis of the data, producing reports and dashboards to inform decision making via tools such as PowerBi.

[Read more here.](#)

## **Greenwich Hospital – Grants Database Officer**

Do you have experience working with database's such as Blackbaud or a similar grant management database? Do you have the ability to problem-solve, troubleshoot and follow projects through to completion? Do you have strong attention to detail? A great opportunity for a Grants Database Officer to join a unique Crown Charity who provides charitable support including annuities, sheltered housing and education. Reporting to the Charity Manager you will play a critical role in the charity's team's delivery and understanding of the organisations grant giving impact. [Read more here.](#)

## **Help for Heroes – Event Officer (Online Mass Participation)**

We have an exciting and rewarding opportunity for an experienced Events professional to join our ambitious and passionate team, who are driven to succeed in supporting our nation's veterans and their families. In this role you will be responsible for driving the growth of secure and repeatable income through the development and delivery of the fundraising events portfolio, with supporter and partner stewardship at the forefront of what we do. You will be responsible for the conception and delivery of our mass participation events, as well as supporting the delivery of our special events. [Read more here.](#)

## **Help for Heroes – High Intensity CBT Therapist**

The Hidden Wounds Service is a developing, multi-disciplinary, evidenced based psychological therapy service working with veterans, their families and loved ones. We have recently been accredited by the Royal College of Psychiatrists QNVMHS. As a high intensity therapist within the service, you would be able to develop expertise working with veterans and their families presenting with a range of common mental health problems. You will receive supervision from an accredited CBT therapist / supervisor and will work closely in a multi-disciplinary environment with other parts of the charity providing case management for welfare related issues and social and medical support to our beneficiaries. [Read more here.](#)

### **Help for Heroes – Insight Manager**

We are looking for two passionate and strategic researchers, to join our new Data, Insight and Research team. You will be experienced in qualitative and quantitative research, from agency, client or evaluation roles, ready to move into a new and exciting role, placing insight at the heart of decision making. You will have experience of scoping, designing and implementing quantitative and qualitative research projects, with the skills to work autonomously on multiple projects at any given time, often with changing priorities. [Read more here.](#)

### **Help for Heroes – Psychological Wellbeing Practitioner**

In addition to case management and clinical supervision, you will receive regular peer support and attend reflective practice forums making it a great place for a therapist to develop their clinical skills. The wellbeing of staff is important to help for heroes and you will work a 35-hour week and have variation and flexibility within your role. Therapists will co-deliver psychoeducational online courses in conjunction with Help for Heroes recovery college and will work towards a city and guilds qualification to support them in this. [Read more here.](#)

### **Help for Heroes – Senior Fundraising Manager (Regional Fundraising)**

You will be an ambitious and experienced fundraising manager with a track-record of spotting income opportunities and driving income at scale. You will have experience of managing a remote team of community fundraising managers along with notable new business or supporter acquisition experience. You will be an avid problem-solver, with a passion for progress and the ability to bring the team with you, developing team culture and performance. [Read more here.](#)

### **National Army Museum – Facilities Assistant**

We are seeking to appoint a Facilities Assistant to join our passionate and dedicated team. This is a unique opportunity for an enthusiastic and proactive Facilities Assistant to join a passionate and committed team to support the day-to-day operations of the National Army Museum's facilities operations. The successful candidate will have some experience in using hand tools and equipment and will be integral in supporting the delivery of events and the Museums activities. They must be a team player, enthusiastic, personable and motivated, the successful candidate will relish the opportunity to make a positive contribution and further develop their skills and knowledge. [Read more here.](#)

### **National Army Museum – Museum Archivist**



We are seeking to appoint a Museum Archivist to oversee, manage, and develop the Museum's Archive collections. The successful candidate will be responsible for a programme of cataloguing, proposing and including new accessions, and revisiting work on existing collections, to ensure they are catalogued to the appropriate sector standards. This is a varied and key role in the Archives, Library and Information team, working closely with trainees and volunteers, contributing to research outputs, exhibitions, digital, outreach and public programmes. [Read more here.](#)

### **QARANC Association – Administration Manager**

As a small team supporting serving and veteran QARANC personnel, we are looking for someone with excellent organisational skills to manage all aspects of our varied charity work. The Administration Manager works for the QARANC Association which is a Charitable Incorporated Organisation. Its members are the Board of Trustees, and the Board manages the Association in accordance with its Constitution. [Read more here.](#)

### **RAF Association – Experienced CRM Data Administrator (Supporter Insight Team)**

Whilst Salesforce accreditation is highly desirable, it is not essential so long as you have a wide knowledge base of Salesforce system administration and experience in delivering first line support. You will bring with you experience of data cleansing and de-duplication and be fully hands on in managing data quality processes and supporting CRM principles. A good understanding of marketing data analysis is essential as you will be a subject matter expert in relation to supporter insight activities and our systems and data offering. [Read more here.](#)

### **Royal Star & Garter – Project Officer (Veteran Friendly Framework)**

This is an exciting role which will help to deliver an exciting new national project to support veterans across the country. We are looking for someone to be an integral part of the team delivering this project, working with care providers and national associations, local government, and the NHS. You will support the project through launch, roll out and evaluation phases, creating a national programme that will deliver for veterans over the long term. [Read more here.](#)

### **SSAFA – Casework Management System Manager**

The CMS Support team is small (three direct reports) but they are well motivated and experienced in the support of Mosaic as it operates for the military charity sector. This role will also interact on a daily basis with colleagues from organisations across the sector, on the delivery of updates and system performance (particularly in relation to system integrations and interfaces) drawing on their support, expertise and guidance. You will be an experienced systems manager, preferably with a good understanding of casework management (or CRM) systems. You will understand interfaces, have the ability to identify and manage system vulnerabilities and security issues – particularly in relation to data protection. [Read more here.](#)

### **The Armed Forces Covenant Fund Trust – Grants Manager – Capital Projects**

The Armed Forces Covenant Fund Trust is recruiting a Grants Manager with experience of managing capital funding programmes to work as part of a small team. This is an exciting opportunity to join the Trust which is committed to learning from and sharing the achievements of its grant holders and the impact of its funding programmes. You will join the Trust's Grants team and be responsible for all elements of grant management for new capital funding programmes to be launched this year, and also to support and advise colleagues in their management of awards for building and refurbishment under a variety of other programmes. [Read more here.](#)

### **The Seafarers' Charity – Business Development Director**

Working at the highest level with our executive team and Trustee Board, you will help us frame our work to align with corporate strategies, then assist us to pitch and secure their support. We envisage you will have marketing and sales experience and know how to pivot work to appeal to corporates and high net worth individuals to align with their aspirations and needs. You will be expected to manage these relationships and deliver a donor centric approach with a high level of customer service. [Read more here.](#)

### **The White Ensign Association – Employment Consultant**

The Employment Consultant (EC) will be the main point of contact for all WEA beneficiaries seeking employment, working closely with the Director of Employment and the Employer Relationship Manager in the provision of a personal employment service to each individual. The EC will engage with beneficiaries to ensure they can access the WEA employment portal and a full range of employment activities and events which will either help them transition successfully from the Armed Forces or assist them in securing second or subsequent employment or vocational opportunities as a veteran. [Read more here.](#)

### **The White Ensign Association – Employer Relationship Manager**

The White Ensign Association (WEA) has a portfolio of employer members; they are companies who are actively looking to employ and support the beneficiary audience of the WEA. The Employer Relationship Manager (ERM) will be the main point of contact for all employer members, acting as the portfolio manager, maintaining relationships with existing partners and proactively seeking to establish new relationships and, therefore, new employer members of the WEA. The ERM will also be the Armed Forces Engagement Lead and is to promote good Armed Forces Covenant behaviours amongst employer members. The ERM will work closely with the Director of Employment and the Employment Consultant. [Read more here.](#)

### **Walking With The Wounded – IPS Employment Advisor**

You will be expected to work closely with referring partners, meeting regularly to feedback on the progress with individual service users. You will also need to work with local organisations; developing a bank of employers who are willing to explore supporting your clients, securing work placement opportunities, identifying any necessary training, sourcing competitive roles and, where this is successful, providing in-work support to both employer and employee to ensure a smooth transition. [Read more here.](#)

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## Trustees and volunteering opportunities

### Spirit of Normandy Trust – Trustee (Treasurer)

The Spirit of Normandy Trust is a small charity set up by a veteran of the Normandy Campaign to provide welfare support to veterans of D Day and the battle for Normandy and to perpetuate the memory of the Normandy Campaign. We deliver this by taking veterans for pilgrimage visits to Normandy in June, providing practical welfare assistance to the veterans in their later years and working with schools and youth organisations to ensure that the historical significance of D Day is never forgotten. Our Treasurer wishes to retire and we are seeking to appoint a volunteer Treasurer to carry forward the work currently undertaken. Trustees meet up to four times each year to receive updates and plan delivery. We var meetings between virtual and face to face meetings. Face to face meetings are held in the south of England. Whilst the post is voluntary, we pay expenses incurred in the execution of duties and attendance at Trustee meetings. [Read more here](#)

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