

## **We're Hiring! Centre Manager – Page Community Association**

Are you passionate about people, community, and making things happen?

We're looking for a Centre Manager to help Page Community Association grow and continue to provide a welcoming, vibrant space for local residents and organisations.

As Centre Manager, you'll work alongside our friendly committee to:

- Promote the centre and build community connections
- Manage bookings, memberships, and enquiries
- Oversee staff (bar team, cleaners)
- Keep the building safe, well-maintained, and compliant
- Support budgets, policies, and funding opportunities

We're looking for someone who's:

- Great with people and community-focused
- Organised, calm, and a confident communicator
- Experienced in managing staff or facilities
- Comfortable with computers and admin tasks (GDPR & H&S awareness ideal)

Bonus if you've previously worked in community venues, bars, or events!

- ✓ Make a genuine difference in your local community
- ✓ Help shape the future of Page Community Association
- ✓ Work with a supportive, passionate team

**Location:** Page Community Association, Page Road, Staple Hill, Bristol.

**Hours & Pay:** £20k - £24k per annum (pro-rata based on 20 hours per week)

**How to Apply:** Send your CV + short cover letter to [pcdh20@outlook.com](mailto:pcdh20@outlook.com)

**Closing Date:** 26<sup>th</sup> June 2026

**Let's keep the community spirit alive — join us in making a difference!**