

# Senior Officer Recruitment



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## CHIEF EXECUTIVE, DIRECTOR OR SENIOR OFFICER RECRUITMENT

Recruiting and selecting a Chief Executive, Director or Senior Manager in a social enterprise organisation is a time consuming and resource intensive exercise, often anxiety causing and requiring particular sector knowledge and employment expertise.

Neither all nor many organisations possess the “in house” knowledge, neither skills nor expertise especially required to recruit to senior positions. EVH’s specialist recruitment team can assist your organisation through the provisions of external, fair and unbiased support, with expert recruitment knowledge of current legislation and best practice advice and guidance to your Staff and Board/Committee Members.

Our good name and enviable reputation for delivering professional recruitment services for almost two decades ensures the trust of both members and non-members. Our professionally qualified and experienced recruitment specialists can provide assistance with any part, any combination or every stage of the recruitment process, whatever you prefer, which will take the weight off your shoulders and the anxiety out of your day! Just tell us what you need and we’ll do our best to deliver it or if we can’t do it ourselves, we’ll know a professional partner who can!



## What we offer

EVH's Chief Executive, Director or Senior Officer Recruitment Services offer you:

- Total discretion and confidentiality
- Value for money
- Quality services
- High calibre candidates
- Smooth and efficient processes
- Fast and efficient service delivery at each stage of the recruitment process
- Expertise on current legislation and best practice

## Recruitment & Selection Expertise

Our particular areas of recruitment and selection expertise include:

- Drafting job descriptions and person specifications
- Composing and designing advertisements, then placing them into media of your choice
- Compiling a recruitment application pack
- Co-ordinating the response handling service for your organisation.

your organisation

## Types of Support ?

- Short listing
- Guidance on recruitment process including testing
- Guidance and participation on interview panel
- Issuing job offers and negotiating/ agreeing benefits packages
- Record keeping and monitoring of equal opportunities statistics
- Training staff or Board/Committee Members

## Professional Staff

EVH's Recruitment Manager, Susan Campbell, [Fellow CIPD, Member REC ,& Executive Coach], has recruited strategic leaders in social housing/social enterprise sectors successfully for nearly 23 years! Susan works closely with Maxine Finlay, Recruitment Resourcer, also a CIPD & REC member.



## Cost

Fees for our comprehensive and full Senior Officer Recruitment Services are £5995 +VAT [EVH Members].

We are happy to provide similar assistance to organisations that are not members of EVH, please contact us for a quote.

## Contact

Please contact EVH's Recruitment Manager, Susan Campbell, in confidence at Tel: 0141 352 7433 for an informal chat or Email: [Susan@evh.org.uk](mailto:Susan@evh.org.uk) about our Senior Officer Recruitment Assistance.