



**Derbyshire  
Recovery  
Partnership**



Working together to support change and recovery from drug and alcohol use.

**Derbyshire Alcohol Advice Service as part of Derbyshire Recovery Partnership is wishing to appoint a Business and Finance Manager**

**Base: Chesterfield (home working for some of the hours will be considered)**

**Salary: scale 6 point 30-31: £26,501.07 - £27,337.55 per annum pro rata.**

**Part time 18.5 Hours (with possible additional hours dependent upon project income)**

To provide business and financial management to support the service manager and to oversee and line manage the financial administration assistant within DAAS. To liaise with the treasurer to support the management committee in ensuring that the service has a robust financial management system in place and to ensure that DAAS can provide services as per SLA's within agreed budget

The post carries 25 days annual leave plus bank holidays pro rata

To Apply please download an application form, person specification and job description from our website <http://daas.uk.com/vacancies.html>

Closing date for applications 9<sup>th</sup> September 2020. Interview dates to be advised