

## General Information

**Job Title: Senior Manager, Development**

### Terms of Appointment

This is a permanent position working in our London office.

### Salary

The salary for this post is £34,000 per annum. Salary is paid into your account on the last working day of the month.

### Working Hours

This position is full time, 35 hours per week from 9.30-5.30 with an hour for lunch, Monday to Friday. Evening, as well as occasional weekend work and international travel will be required. We operate a time off in lieu policy.

### Annual Leave

There is an annual leave entitlement of 25 days per annum, in addition to statutory holidays.

### Probation

The postholder will be subject to a three month probationary period.

### References

All offers of employment will be subject to the receipt of two professional references satisfactory to the Contemporary Art Society.

### Application instructions

A completed application form should be returned either by email to [recruitment@contemporaryartsociety.org](mailto:recruitment@contemporaryartsociety.org) or by post to Recruitment, Contemporary Art Society, 59 Central Street, London, EC1V 3AF.

Closing date for applications is **5pm, Friday 6 March 2020**

Candidates must be available for interview on **Thursday 19 March 2020**