



Leeds Involving People

Unit 8 Gemini Park
Sheepscar Way
Leeds, LS7 3JB
Tel: 0113 237 4508

January 2012

Dear Applicant

Thank you for your interest in the post of Projects and Operations Manager at Leeds Involving People. Please find application pack enclosed consisting of the following documents:

1. Job Description and Person Specification
2. Application Form
3. Equal Opportunities Statement
4. Equal Opportunities Monitoring Form
5. About LIP
6. Staffing Structure

Please note that the deadline date for submitting your completed application is **9am on Friday 17th February 2012**. Applications can be sent by email to recruitment@leedsinvolvement.org.uk or can be posted to the address above.

Please note that we do not accept CV's as part of our recruitment process, so please do not submit one with your application.

Best of luck with your application.

Kind regards

Natashia Mattocks
Business Development and Finance Worker