

National Federation of SubPostmasters

Assistant General Secretary

c. £40,000 + benefits

NFSP is a highly influential membership organisation and trade union. We work to maintain a strong national network of post offices and to offer support and assistance to 14,000 subpostmasters.

The post office network is undergoing a period of unprecedented change and we are looking for a dynamic individual to help develop our strategy and organisation to meet current and future needs.

This is a senior management role with wide ranging responsibilities including national collective bargaining, pay negotiation and developing an effective membership framework. You will work with government officials and external stakeholders at the highest level. You will be employed by the Executive Council, service other committees and oversee formal union procedures. You will provide effective judgement in advising NFSP officials and offer a casework service to individual members. An involvement in policy and campaigning issues is also a key part of the role.

Good knowledge and understanding of trade unions, membership organisations or trade associations is essential. Candidates should be able to operate in a complex political environment and have a general knowledge of employment issues and related legislation. Strong negotiation, organisational, communication and report writing skills are necessary.

The post is based in our national office at Shoreham-by-Sea, near Brighton. Some weekend working and travel will be required.

For application details, please ring NFSP on 01273 452324 or email admin@nfsp.org.uk.

Closing date: 2 February 2007

Interview date: 13 February 2007

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