A purple text on a black background

Description automatically generated

**Please complete the form below for us to process your advert.**

**This ensures we get your advert perfect and displayed exactly as you’d like it!**

|  |  |
| --- | --- |
| **Organisation name:** |  |
| **Is this role to be also advertised in Welsh as well as English?** *If YES, please complete the second table below* |  |
| **Are you a member of Community Housing Cymru?**  **How many adverts are you purchasing?**  **Pricing:**  Members of Community Housing Cymru are housing associations in Wales:  1 x advert: £150  **Buy job credits for huge savings.**  30% discount on 10 or more credits to be used as and when you need them.  Non-member fees apply to organisations outside of this remit that have housing roles to advertise:  1 x advert: £250  2 x adverts: £450  3 x adverts: £675  4 x adverts: £900  **Buy job credits for huge savings.**  30% discount on 10 or more credits to be used as and when you need them.  Trustee Adverts: FREE |  |
| **Discounts:** Is this your first advert with us?  You will receive a 10% discount on your first ad! |  |
| **The advert:** | |
| **About your organisation:**  *This will be listed as ‘About us’ in the advert 100 words max*  *(Please attach an image you would like to be used in ‘about us’ section).* |  |
| **Position title:** |  |
| **Role summary:** *100 words max* |  |
| **Location:** |  |
| **Contract type/length:**  E.g. permanent/fixed term |  |
| **Hours:** |  |
| **Salary:** |  |
| **Closing date:** |  |
| **Interview date:** |  |
| **How to apply:**  *Please include details of how candidates are to apply, web-links/emails to send CV’s to* |  |
| **Would you like the Job description/person spec to be included in the advert?**  *Please attach these to your email to us* |  |
| **Organisation web address:** |  |
| **Facebook page web address:** |  |
| **Twitter page web address:** |  |
| **Company logo attached?**  *Please include this in your email to us* | Yes/no |
| **Image you would like to be used for social media promotion of the role attached?**  *Please include this in your email to us otherwise we will happily choose a stock image* | Yes/no |

**Next steps:**

Please email the following to us at [jobs@charityjobfinder.co.uk](mailto:jobs@charityjobfinder.co.uk):  
- Completed form

- Your logo

- Any image you want to include in the advert

- The recruitment/application pack/job description or person spec to be included in the ad

We will process your purchase and liaise with you directly and update you on its status.

Adverts are typically uploaded within 24 hours.

**For Bilingual adverts:**

*Please write the exact text you wish for us to display below:*

|  |  |
| --- | --- |
| **About us/Amdanom ni:** |  |
| **Position title:** |  |
| **Summary/Crynodeb:** |  |
| **Location/Lleoliad:** |  |
| **Contract/Cytundeb:** |  |
| **Hours/Oriau:** |  |
| **Salary/Cyflog:** |  |
| **Closing date/Dyddiad cau:** |  |
| **Interview date/Dyddiad cyfweliad:** |  |
| **Apply/Gwneud cais:** |  |
| **Welsh Organisation web address:** |  |