

October 2009

Dear Applicant

## CHIEF EXECUTIVE RECRUITMENT

Thank you for your enquiry regarding the post of Chief Executive with The Digbeth Trust. We are looking for an entrepreneurial creative leader to continue to take the Trust forward following a period of growth.

If you are looking for an exciting opportunity to build upon your successful track record - and feel you can demonstrate the focus, enthusiasm and skills we are looking for - we look forward to hearing from you.

With this letter you will find enclosed:

- Job description and person specification
- Application form and equal opportunities monitoring form
- A fact sheet on the Trust's Development Support Services

You can find out more about the work of the Trust and view the 2007/08 Annual Report, information on our Grants and Capacity Building Programmes, details of our Professional and Technical Aid Service and our policy work on our web site [www.digbethtrust.org.uk](http://www.digbethtrust.org.uk)

When completing the application form please ensure you address all aspects of the person specification as fully as you are able. The closing date for applications is **9am on the 16<sup>th</sup> November 2009**. Applications may be submitted by post or email. Interviews will be held on the 26<sup>th</sup> November 2009.

If you would like an informal discussion about the post, please do contact me on 07779 230 748.

If you have not heard from the Trust by the 23rd November, please conclude that your application has not been successful and accept our good wishes for future job applications.

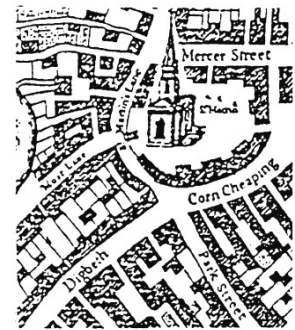
Yours faithfully,

**Eddie Currall**

Chair, Board of Trustees

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**Digbeth**  
TRUST



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