



LUTON IRISH FORUM

WELFARE, SOCIAL & CULTURAL OPPORTUNITIES

October 2021

Dear Candidate

Thank you for expressing an interest in the Cultural Officer position at Luton Irish Forum.

Please find enclosed the following documents:

- Job Description and Person Specification
- Application Form
- Equalities Monitoring Form

You can find further information on our services and activities by going to our website www.lutonirishforum.org.

If you feel you meet the requirements of the post, we welcome an application from you. **Please do not send any additional material or your CV, as this will not be considered in assessing your application.**

Please return the application and equalities monitoring form, by hardcopy if possible to reach Luton Irish Forum, 102 Hitchin Road, Luton LU2 0ES or email info@lutonirishforum.org by **12noon on Thursday, 21 October 2021**.

Soon after the closing date, contact will be made with applicants who have been selected for interview, to be held on **Monday, 25 October 2021**. As part of the interview process, you will be asked to make a presentation by video.

We will contact you to let you know if you have been successful or unsuccessful within the selection process.

Good luck with your application.

Yours Faithfully

Noelette Hanley
Chief Executive Officer