Chief Executive Officer - East Ayrshire Citizens Advice Bureau

Job Details

**Job title**

Chief Executive Officer (CEO)

**Employer**

[East Ayrshire Citizens Advice Bureau](https://staff.cas.org.uk/bureaux/east-ayrshire-citizens-advice-bureau)

**Closing date**

Midnight on Sunday 13 April 2025

**Interviews**

tbc

**Location**

Kilmarnock

**Hours per week**

35

**Type of contract**

Permanent

**Salary**

Circa £55,000 per annum, plus 5% employer contribution to auto-enrolment pension

More about the job

**About the Job**

East Ayrshire Citizens Advice Bureau (EACAB) is a progressive and innovative advice organisation dedicated to providing free, impartial, and confidential advice to local communities. We offer both generalist advice and specialist casework services to support people in need across East Ayrshire.

We are seeking a dynamic and highly motivated Chief Executive Officer to lead our organisation. The successful candidate will provide strategic leadership and operational management, working closely with the Board of Directors to ensure EACAB continues to deliver high-quality advice services.

As CEO, you will be responsible for providing leadership to our workforce, including staff and volunteers, and ensuring the bureau meets its strategic and financial objectives. You will build and maintain relationships with key stakeholders, represent EACAB at local and national levels, and secure funding to support the delivery of services. Strong financial acumen, experience in strategic planning, and excellent communication skills are essential.

This is an exciting opportunity for an individual with leadership experience, preferably gained in the citizens advice network, voluntary or advice sector, who is passionate about making a difference in the community. If you are an innovative leader with a commitment to social justice and strong people-management skills, we would love to hear from you.

**How to apply**

For further information and an application form, please use the links at the bottom of this page or email**:** [**david.fraser@eastayrshirecab.org.uk**](mailto:david.fraser@eastayrshirecab.org.uk)

Applications must be received by midnight on Sunday 13 April 2025.

**About the employer**

East Ayrshire CAB is an equal opportunities employer and welcomes applications from all sections of the community.

East Ayrshire Citizens Advice Bureau – Scottish Charity SC028817

Application pack