



Scottish Trades Union Congress Scottish Union Learning

Scottish Union Learning (SUL), based within The STUC – Scotland’s Trade Union Centre – is seeking to recruit a part-time Information Officer

SUL Information Officer 28 hours - £24,816 (Pending on-going Job Evaluation) Fixed term to 31st March 2023

The Information Officer will develop and support information management systems within Scottish Union Learning and ensure the output of information through internal and external communication channels. The post-holder will also provide specific support to the SUL Fair Work Programme. This post will be key to supporting and promoting all SUL activity throughout Scotland.

Candidates **must** have a commitment to trade union values.

The STUC is due to move into a purpose-built trade union centre in Bridgeton in early 2022 but all staff are currently working from home.

The STUC strives to be a diverse and inclusive employer and we value diversity in our workforce ensuring that differences are recognised, appreciated, and respected.

The STUC welcomes applications from all suitably qualified people and it aims to employ a diverse workforce.

The STUC is a “two-ticks” employer and all disabled applicants who meet the minimum criteria will be guaranteed an interview.

We offer an excellent package of terms and conditions, including a defined benefit pension scheme, a wide range of family friendly policies such as support with childcare costs, and we will consider all flexible working proposals.

Recruitment packs can be downloaded from the [STUC website](https://www.stuc.org.uk) or by request from snelson-cruddas@stuc.org.uk (please note there may be a delay in response over the Christmas period).

**Closing date for receipt of applications is
5pm on Monday 17th January 2022.**

Interviews are likely to take place on Thursday 10th February 2022.