

May 2026

Dear Applicant

Recruitment to the post of LocalMotion Middlesbrough Community Worker

Thank you for your interest in the above post. The documents enclosed with this letter include:

- Job description
- Person specification
- Background information (about LocalMotion Middlesbrough and MVDA)
- Principal terms and conditions of employment
- Privacy statement
- The standard application form tailored for this post.

The deadline for receipt of completed applications is **12noon on Thursday 19 June 2026 by email to general@mvdauk.org.uk** or by post to MVDA's main office (details above). Applications should be made on the application form provided. CVs or applications in any other form, or those that arrive after the deadline will not be considered. To give yourself the best chance of being invited to interview, your completed application should clearly demonstrate how you meet the criteria outlined in the person specification for the relevant post.

Interviews are scheduled to take place on Thursday 2 July 2026. Please let us know if you will be unavailable on this date as it will help inform our interview planning when all applications have been shortlisted. If you have not heard from us by close of business on Friday 26 June, please assume your application has been unsuccessful on this occasion.

Should you require any reasonable adjustments at any point during this recruitment process, please contact Sue Naylor on 01642 249300 or Sue.Naylor@mvdauk.org.uk

If, after reading the recruitment material, you have queries about the post please contact Helen Hargreaves at Helen.Hargreaves@mvdauk.org.uk or on 07463669563

Thank you again for your interest in this post. We look forward to receiving your completed application.

Yours faithfully

Mark Davis
Chief Executive