

Part time Regional Adviser for Read Easy UK in Central England

Closing date: 10:00 Tuesday 15th July 2025

An exciting opportunity to be involved in the development of a growing adult literacy charity as it expands across Central England

One in 20 adults in the UK has never learnt to read at all. This can have a serious impact on their confidence and wellbeing, limiting access to training, employment, and everyday opportunities that many take for granted. Being unable to read as an adult can be isolating and dangerous, reinforces social inequality, restricts economic growth, and worsens intergenerational disadvantage - but it is never too late to learn.

Read Easy helps adults transform their lives by learning to read. It does this by supporting its growing network of locally run, volunteer-led affiliated groups that offer free, confidential, one-to-one reading coaching—both in person and online to adults - aged from 18-88.

With its free, flexible, confidential approach, Read Easy encourages people who are too embarrassed to join a class to come forward for one-to-one support. Each new reader is provided with their own personal Reading Coach, so that they can learn in private and at their own pace. Learning to read transforms their lives in many other ways as well, including enabling them to support their children's and grandchildren's reading, and so transfers the benefits to the next generation.

There are currently 80 affiliated Read Easy groups across England, together involving more than a thousand volunteers. Read Easy UK is the registered charity and umbrella organisation which supports this network of affiliated volunteer groups and provides the structure, training and support to enable volunteers to establish groups in new areas.

As our Central Regional Adviser, your role would be to provide strategic leadership, guidance, and oversight to ensure that all volunteer groups consistently deliver high-quality services aligned with Read Easy UK's strategy.

You will support local volunteer leaders to strengthen group performance, and foster collaboration across affiliated groups, so that that they deliver coaching to Readers with consistent quality, and a positive and worthwhile experience is had by all.

You will also find volunteers to 'pioneer' three new groups in the counties where there is no Read Easy presence in the East and West Midlands and East of England and provide them and our 29 existing groups and pioneers in the region, with high-quality support. Your quality support will ensure that they provide the same for their volunteers and new Readers. From meeting (mostly online) with Team Leaders to provide one to one support, and hosting online and annual in-person volunteer forums, to delivering presentations and occasional training for small groups of volunteers, this is a dynamic and rewarding role.

This is a home-based post requiring flexibility, some early evening working and occasional travel to visit groups. The role is available on either a full or part time basis (min 32 hours p/w, 85% of 37.5 hours p/w FTE).



The successful candidate will be expected to:

- Live within one of the following areas: West Midlands (Defined as the 7 metropolitan boroughs of Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall, and Wolverhampton), Warwickshire, Oxfordshire, Berkshire, Buckinghamshire, Hertfordshire, Bedfordshire, Northamptonshire, Leicestershire or Rutland;
- have been employed to work with volunteers for at least two years;
- have strong people management and interpersonal skills; excellent communication skills; and the confidence to run meetings and deliver presentations.
- Full details: [Regional Adviser Job Description & Person Specification - Central England](#).

Salary & Benefits

- Annual Salary £25,075 (85% FTE) -£29,500 (100% FTE)
- 25 days holiday plus bank holidays and Christmas closing and 2 days volunteering leave – pro-rata for part time roles
- Company sick pay to financially support you when you are unwell (above statutory upon completion of probationary period)
- Support when extending your family – company parental and adoption pay (above statutory after 12 months service)
- Access to RewardHub – which gives retail discounts and has a ‘Wellbeing Centre’ with tools, tips, recipes, workout videos and guides which will help you to reach your own wellbeing goals
- Training and Development opportunities and resources – we are developing personal plans in this area to enhance employee experience and opportunity
- A collaborative, creative and inspiring working environment full of committed and passionate employees and inspirational volunteers

To apply Please download this [Application Template Regional Adviser - Central England](#).

We strive to ensure our recruitment practices are fair, open, easy to access and as inclusive as possible. We aim to recruit a team which broadly reflect the local communities which we serve; to work with and learn from each other to continually improve the service we deliver to our Readers. Our Equality, Diversity & Inclusion Group is actively promoting and advancing diversity and inclusion, ensuring a culture where everyone can be themselves and thrive. We welcome you to apply and be your authentic self.

When applying for a job with us, if an applicant has a disability covered by the definition outlined within the Equality Act 2010 and can show that they meet the ‘essential criteria’ described in the person specification for the role being applied for, they are guaranteed an interview for the job for which they are applying through our Disability Confident scheme.

If you need any support with your application, please email recruitment@readeasy.org.uk.

The closing date for this post is **10:00 Tuesday 15th July 2025**. Should you be shortlisted, the first round of interviews will take place **online on Wednesday 23rd July**, with in-person interviews, being **held in Gloucestershire or West Midlands, on Tuesday 29th July 2025**.

The successful candidate will be invited to meet the team on 31st July in Birmingham, should they be able to do so.

*“It’s been a life-changing experience. Last week I read a book to my grandson.
I never read to my children because I couldn’t.”*
Peter, from Read Easy Poole