



City of Sanctuary Sheffield

Deputy Director – Head of System Navigation Services

How to apply

Thank you for expressing an interest in this crucial role at City of Sanctuary Sheffield.

To apply:

Please send the following information to deputydirector@sheffield.cityofsanctuary.org

1. A covering letter (no more than 2 pages long). In this letter:
 - Say why you are applying for the job.
 - Tell us how you meet the job requirements detailed in the person specification. Give practical examples of what you have done that meets the requirements.
2. A CV detailing your work experience, key skills and education
3. Name, phone number, and email addresses of two references, at least one of whom can comment on recent work or volunteer experience.

Support Available

We particularly welcome applications from people who have personal experience of the asylum system and migration. To support applicants with lived experience of the asylum system, personalised information on the application process is available through the New Beginnings Team. Please contact deputydirector@sheffield.cityofsanctuary.org if you would like to access this support.

Closing date

Closing date for applications is Friday 1st May 2026 at 11:30pm

Interview Process

The interview process for this role will take place in June and will involve both in person interviews and online tests