Finance, HR & Governance Officer Application Information

Thank you for your interest in joining The Wren Project.

We're delighted that you're considering applying for this role. Before submitting your application, please take a few moments to read the information below.

How to apply

Please submit:

- Your CV.
- A supporting statement (maximum **500 words**) answering the application question below.

Applications should be sent by email to:

recruitment@wrenproject.org

Application deadline:
11.59pm on Sunday 5th August 2026

Supporting Statement

Please answer the following question in no more than **500 words**.

> **This role requires someone who can confidently switch between finance, HR, governance and general administration while maintaining a high level of accuracy. Please tell us why you are interested in this role and how your skills, experience and personal qualities would help you succeed. Where possible, please include examples to support your application.**

Recruitment Timeline

Stage	Date
Applications open	Now
Closing date	**Sunday 5th August 2026**
Shortlisting	Week commencing **6th August 2026**
Interviews	Week commencing **10th August 2026**
Preferred start date	**Monday 7 September 2026**

We aim to notify **all applicants** of the outcome of their application during the week commencing **10 August 2026**.

Use of Artificial Intelligence (AI)

We recognise that applicants may use AI tools to support their application. While this is perfectly acceptable, we encourage you to ensure your application reflects your own experiences, motivations and writing style, as these are important considerations during shortlisting.

Equality, Diversity and Inclusion

The Wren Project is committed to building a diverse and inclusive workplace. We welcome applications from people of all backgrounds and experiences and are committed to creating an environment where everyone feels valued and respected.

If you require any reasonable adjustments during the recruitment process, please let us know when you apply.

Questions?

If you have any questions about the role or the recruitment process, please contact:

recruitment@wrenproject.org

We know applying for jobs takes time and effort, and we genuinely appreciate every application we receive. While we may not be able to provide individual feedback to every applicant, we are committed to treating every application fairly and respectfully and will endeavour to notify all applicants of the outcome of their application.