



Office & Specialist Support



There is an extremely wide variety of office and specialist support roles within the not for profit sector, attracting candidates with different skills and career backgrounds with a natural passion for and commitment to the third sector.

Support staff are a vital part of the success of any organisation, and candidates with specialist knowledge of the not for profit sector are always in demand. The TPP Office & Specialist Support Team excels in finding exactly the right candidate, with the right experience, for our clients.

Disciplines we cover

- Office Administration
- Executive Support
- Database
- Fundraising Support
- Membership & Supporter Services
- Events
- Grants
- Policy & Research
- Programmes
- Projects
- Volunteer Management
- Operations
- Monitoring & Evaluation
- Retail
- Business Development

"I have worked with TPP, and Glen in particular, for several years. He's our first port of call for many roles - he has taken the time to get to know our organisation and culture, and has been very helpful when we have questions or need guidance. We trust him to give honest feedback and to handle all interactions with candidates professionally and with diplomacy. And he maintains regular contact but never bother us with sales calls like other agencies, which is much appreciated."

HR Manager - Chartered Quality Institute

When asked, **99%** of clients, rated their experience of using TPP as good or excellent.

Source: TPP client survey



Contact us

Permanent team

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www.tppofficesupport.co.uk

Temporary / Interim team

020 7198 6020

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