

March 2012

*In line with the Freedom of Information Act 2000, could you please provide me with the following information:*

*1. A copy of the job description for your Trust Secretary/Company Secretary, if applicable*

Please find enclosed copy of the Trust Foundation Secretary Job description and person specification.

A copy of this document can be made available on request

*2. A copy of the person specification for the above post*

Please see our response to question 1 above.

*3. Confirmation of the pay band of the above post*

The above post is a Band 8b.