

# PUBLIC NOTICE

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## VACANCY FOR SHELTER ACCOMMODATION AND HOME CARE MANAGER

We are looking for an enthusiastic, passionate and driven leader to join our team to help us deliver upon our vision of:

***Working together to promote the wellbeing and safety of vulnerable children and adults in the community of St Helena.”***

The role of **Sheltered Accommodation and Home Care Manager** is a key role within the directorate. You will be part of the directorate’s leadership team and work with the Director on all aspects of Safeguarding with a lead focus upon delivering effective and safe Sheltered Accommodation services and take the lead on reviewing and implementing a sustainable and cost effective Home Care Service.

A background and experience in either residential settings and or Adult Community Health or Social Care Services setting is desirable alongside the ability to work in a flexible and supportive manner. Strong communication skills are an essential part of this role, as you will work closely with other directorates, the community and our political leaders to ensure that we are delivering the best possible care for vulnerable people in our community.

We need somebody who is committed to supporting inclusion for people at every level in society, someone who will work with their staff to ensure that people achieve their potential and have purposeful and fulfilling lives within the community of St Helena.

The successful candidate will possess the following experience and qualifications:

- Qualification in a Health, Nursing or Social Care field, at Diploma level as a minimum
- Valid Driving Licence Class A essential
- At least three years middle management experience in health and social care field of work, preferably with older people.
- Good financial management skills

Salary for this post commences at Grade E, £14, 138.00 per annum.

If this person sounds like you then we would love to hear from you. If you would like an informal discussion about the role please call Stephanie Jones (Director) on 22713. For an application form please contact Sasha Osborne on [sasha.osborne@sainthelena.gov.sh](mailto:sasha.osborne@sainthelena.gov.sh) or call her at Brick House on 22713.

If this person sounds like you then we would love to hear from you. If you would like an informal discussion about the role please call Stephanie Jones (Director) on 22713 or email [stephanie.jones@sainthelena.gov.sh](mailto:stephanie.jones@sainthelena.gov.sh) For an application form and job profile please contact Sasha Osborne [sasha.osborne@sainthelena.gov.sh](mailto:sasha.osborne@sainthelena.gov.sh) or call her on 22713.

The closing date for completed applications is on Thursday, 26<sup>th</sup> July 2018. Applications should be submitted to Sherrilee Phillips, HR & Admin Officer, Safeguarding Directorate, Brick House or emailed to [sherrilee.phillips@sainthelena.gov.sh](mailto:sherrilee.phillips@sainthelena.gov.sh)

*All appointments are subject to the successful candidate providing satisfactory clearances, including a medical check and vetting/DBS clearance. SHG reserves the right to have information provided on the application form independently verified.*

*SHG positively accepts applications from all members of the community regardless of race, gender, disability, age, sexual orientation, religion or belief, and will consider all applications on the basis of merit, in accordance with the person specification. All disabled applicants meeting the minimum criteria listed in the job profile will be guaranteed an interview.*

Stephanie Jones  
Director

10<sup>th</sup> July 2018

**Safeguarding Directorate**