

# **PUBLIC NOTICE**

## **SAFEGUARDING DIRECTORATE**

### **VACANCY FOR SOCIAL CARE OFFICER**

The Safeguarding Directorate has a vacancy for a Social Care Officer to work within Children's Services. You will be responsible for supporting the provision of social care/work including children in need, family assessment, registration of child-minders and crèche's, assessment and support for disabled and vulnerable children who are at risk. This role is fixed term for a period of one year.

Duties of the post include:

- Working to support children, young people and their families to achieve better life chances.
- Working in partnership and attending meetings with other agencies, such as Housing, Education, Health and the Police.
- With support and training, develop assessment and report writing skills, undertake parenting programmes and direct work with children.
- Working in a non-judgemental and anti-oppressive way to ensure equality for all.
- Maintaining clear accurate records and files.

Training, support and a comprehensive induction plan is available for the successful candidate. There is a requirement of the role that some work may be undertaken outside of normal hours.

The successful candidate will possess the following :

- GCSE or equivalent in English Language at Grade C or above.
- Valid Driving Licence.
- Experience of working with vulnerable people and supporting others.
- Community based work with children and young people for a minimum of two years.

Salary for the post is at Grade D, commencing at £11, 034.00 per annum.

For further information about the post please contact Ms. Adele McMahon, Children's Services Team Manager on telephone number 23312 or via email address [Adele.McMahon@sainthelena.gov.sh](mailto:Adele.McMahon@sainthelena.gov.sh) A copy of the job profile and an application form is available from Sasha Osborne who is contactable on 22713 or by email: [sasha.osborne@sainthelena.gov.sh](mailto:sasha.osborne@sainthelena.gov.sh)

The closing date for completed applications is on Thursday, 19<sup>th</sup> October 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

03<sup>rd</sup> October 2018

**Safeguarding Directorate**

Safeguarding Directorate, Brick House, St Helena Government, Island of St Helena, South Atlantic Ocean, STHL 1ZZ

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