



A social enterprise reinvesting in the people that matter

# Team Manager Vacancy

## Dereham Community Hub

Do you consider yourself management material?

We are looking for a passionate, flexible, highly motivated, proactive and committed Team Manager to join our team.

Salary: £21,074 to £23,111 per annum  
Contract type: Permanent  
Position: Full time

This role is responsible for the day to day management of a team of workers, delivering front line care services to customers in our community hub service. The post is responsible for ensuring standards of care are of a consistently high standard, and to ensure performance issues are addressed promptly and effectively.

### **Duties include:**

As a highly motivated, creative, and practical person you will manage and lead a team of support staff and oversee the day to day running of the service.

You will be supporting and responsible to the Service Manager in this role.

You will be expected to work on your own initiative, to ensure the schemes are well-led whilst ensuring the needs and aspirations of people supported are being met and evidenced.

We would expect you to have good communication skills, be able to manage a staff team, enjoy a challenge and be flexible.

If you are as passionate as we are about making a positive and lasting difference in people's lives, an individual who shares our values in putting people at the centre of everything you do and would be dedicated to delivering high-quality care, support and outcomes we would love to hear from you.

Should you be successful with your application you will be invited to attend Part 1 of the Values Based Recruitment Process - Assessment Day on Tuesday 23 April 2019.

We respect diversity and welcome your application.

### **Benefits**

- Comprehensive training and personal development.
- Employee wellbeing benefits.
- 20 days annual leave plus 8 recognised public holidays.

### **Essential Skills**

- Evidence of coaching and mentoring others to achieve desired outcomes.
- Good ICT skills and competency using Microsoft Office.
- Evidence of ability to successfully communicate with a range of different audiences.
- Demonstrate the ability to work on own initiative.
- Full driving licence and access to a car.

### **Desirable Skills**

- Understanding of Quality Assurance Frameworks for services.
- Working knowledge of Adult and Mental Health Services frameworks.
- Experience of being a leader.
- Evidence of change management and resilience building.

### **How to apply**

To apply, please [visit our website](#) and download an application form.

Completed application forms should be forwarded to [dawn.saylor@independencematters.org.uk](mailto:dawn.saylor@independencematters.org.uk)

For an informal chat about the post, please contact Dawn Saylor,  
Operations Manager, on 07452 939 964.

**Closing date for applications: 19<sup>th</sup> April 2019**