

Family Support Manager

30 -37 hours per week

**Salary: £30,475 pro rata
(Including Inner fringe allowance)**



Home-Start Spelthorne is a voluntary organisation who is committed to supporting families with young children through challenging times.

We are looking to recruit a Family Support Manager to manage our family support team based in Staines to deliver support to families in our community. This is an exciting opportunity to join our enthusiastic and supportive team.

Reporting to the Scheme Manager, the successful candidate will hold operational responsibility and ensure the effective day to day management of the family support team. Ensuring the scheme maintains a high standard of practice.

The ideal candidate will have:

- A good standard of education and IT skills
- Relevant previous or current employment in a management role or voluntary work
- Experience or the ability to manage and lead a project
- Understanding of the needs of children and families
- Sensitivity and excellent communication skills
- Knowledge of safeguarding and confidentiality
- The ability to work on their own initiative in a challenging environment
- Excellent interpersonal skills and the ability to work with a wide range of people
- Use of your own car (expenses will be paid)
- Availability to work occasional evenings/weekends
- Relevant professional training and experience of delivering training would be an advantage

The successful candidate will be required to hold a Strategic Safeguarding lead role within the scheme.

If you are interested in applying for this role an application form, job description and person specification can be obtained by contacting Home-Start Spelthorne on telephone no. 01784 463200 or by email to:

info@home-startspelthorne.org

Visit our website: www.home-startspelthorne.org

Closing date for applications: Tuesday 25th January 2022 (midnight)

Interviews are planned to be held on Friday 4th February 2022

Home-Start Spelthorne is committed to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

Any offer of employment will be subject to a satisfactory Disclosure and Barring Service check

Home-Start Spelthorne is committed to equality of opportunity and diversity.

Registered Charity no.1160026