



INFORMATION FOR CANDIDATES

INFORMATION FOR CANDIDATES – PEOPLE & CULTURE LEADER

1. About Shared Lives South West

Shared Lives South West recruits, trains and supports SLSW Carers who offer accommodation and care for vulnerable and disabled adults in their home, enabling the person to share in family life, develop skills and maintain their independence. This is known as Shared Lives. You can read more about this in our Shared Lives South West website www.sharedlivesSW.org.uk

Our service supports adults over 18 years of age and occasionally young people in transition into adult services from the age of 16 upwards. We currently support more than 300 people long term, and a further 150 people using our short break services, in the homes of over 300 SLSW Carers across Cornwall, Devon and Somerset.

Shared Lives South West is a registered charity and a not-for-profit company limited by guarantee. We were set up in 2004 (under the name of SWAPS, the South West Adult Placement Scheme) to provide Shared Lives services across Devon, Somerset and Cornwall.

2. About the role of People & Culture Leader

The main aim of the post is to support the growth and success of the organisation by delivering people and culture strategies correlating with our vision and values.

This will include developing strategies and initiatives that align areas such as staff wellbeing, recruitment, performance management and career development, with the organisation's culture and values. The role will also lead on implementing a community and environment strategy that ensures the organisation makes a positive impact on the world around us.

This is a new and exciting role for the organisation. We are looking for someone who is passionate about people and the environment, and who has the skills and experience to lead change and influence others to understand and engage with our strategic vision. The successful candidate will be highly motivated, enthusiastic and positive, with a high degree of emotional intelligence and communication skills.

A full job description and person specification is enclosed.

3. If I join Shared Lives South West as an employee what can I expect?

You will be joining a team of more than 40 enthusiastic and committed staff. The organisation is led by our Chief Executive, Dominic Spayne, who in turn reports to a small but dedicated and knowledgeable board of trustees.



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This post will be based in our head office in Kingsteignton, but you will also be required to spend time at our other offices in Cornwall and Somerset.

The post would be offered subject to satisfactory enhanced DBS check and references.

This is a permanent contract with a starting salary of £36,000 FTE, working 30 hours per week. Our basic terms and conditions include 25 days paid leave per year in addition to Bank Holidays (rising to 27 after two years), plus free life insurance and a contributory pension scheme after three months.

We offer generous mileage allowances and opportunities for training and development to meet the needs of the role and new demands created by the service. Regular team meetings and occasional away days are held and there is a structured supervision and annual appraisal system in place.

4. How do I apply?

You can download an application pack from our website (www.sharedlivessw.org.uk) or request a pack via email from cwaring@sharedlivessw.org.uk

If you would like an informal chat about the role, please call our chief executive, Dominic Spayne, on: 07502214725.

Please complete the application form (**CV's alone are not accepted**) and return it before the closing date of 5pm on Friday, 11th December 2020.

The interviews for those short listed will be held on Thursday, 17th December 2020 in Kingsteignton.

All candidates will be notified if selected for interview or not by Tuesday, 15th December 2020.

If you have any queries about the recruitment process, please contact Claire Waring on 01626 360170 or cwaring@sharedlivessw.org.uk