



# Disability Stockport

## Job Application Pack Supported Living Team Leader

*'Disability Stockport changed my life. My self-esteem was at rock bottom. I struggled with mental health. People have noticed a physical change in my appearance. I look after myself better. Because of this I'm now asked by people where to get help. I used to feel I had become a burden to all. Now I can help others.'*

***Member comment***

## **Role: Supported Living Team Leader**

<b>Salary:</b>	From £30,296
<b>Contract:</b>	Permanent contract. Subject to annual review
<b>Location:</b>	Disability Stockport, 23 High Street, Stockport, SK1 1EG
<b>Department:</b>	Stockport Centre for Independent Living
<b>Hours:</b>	Part-time (18.5hrs). Days by agreement
<b>Annual Leave:</b>	4 weeks holiday plus Bank Holidays
<b>Pension:</b>	Employer pension contribution
<b>Reports To:</b>	Stockport Centre for Independent Living Manager

## **About Disability Stockport**

Founded in 1979, Disability Stockport is a disabled people's user-led organisation. This means that we are run and controlled by disabled people, with around three-quarters of our employees and volunteers classified as disabled. We seek to provide a voice for all disabled people in Stockport and Greater Manchester and to enhance the independence of all our members and organisations we work with.

Together, we:

- Provide support to adults experiencing one or more physical disabilities, learning disability, sensory loss and/or long-term health conditions.
- Help enable people to have greater choice and control over their lives, engage in meaningful and rewarding activities, and have the support and skills they need to live independently.
- Campaign on behalf of people with disability issues to ensure people are treated fairly, and work with a wide range of partner organisations to support the different needs and wants of our community.

We have come a long way, but it is not good enough. There is still so much to do to increase opportunities, reduce social isolation and build a brighter future for disabled people. With your help, we can make it happen.

### **What we can offer you:**

- Pension scheme
- Excellent induction programme
- Extensive opportunities for professional development
- To be part of a rapidly growing, respected disabled people's organisation

Website: [www.disabilitystockport.co.uk](http://www.disabilitystockport.co.uk)  
Email: [email@disabilitystockport.org.uk](mailto:email@disabilitystockport.org.uk)  
Facebook: [@disabilitystockport](https://www.facebook.com/disabilitystockport)

## How to Apply

To apply, please send a detailed letter online via email, or post, outlining why you are interested in the position and how your experience fits our requirements, plus a CV and completed Equal Opportunities form. Please use the subject line 'Supported Living Team Leader.'

If you require further information (including printed forms, alternative format, or access support), please contact us at the above address.

*As an organisation run by and for disabled people, we particularly welcome applications from people with lived experience of disability.*

## Selection Process Guidance for Applicants

During recruitment, the selection panel will be shortlisting based on what qualities, skills and experience you may bring to the role. The job description (next page) is an overview of the type of work the successful candidate will undertake and is not an exhaustive list.

Disability Stockport is committed to equality for everyone, and we encourage you to apply no matter what your age, caring responsibilities, disability, gender, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sexual orientation.

We are an inclusive employer. We value difference and recruit by merit based on fair and open competition. We welcome candidates from all backgrounds and from all sectors. We are particularly committed to supporting applications from Disabled/ Deaf people and those from diverse backgrounds.

We will support any access requirements you may have during the recruitment process and ensure that reasonable adjustments are in place as required by the Single Equalities Act 2010.

## Deadline

Applications close on 01.12.23 at midnight.

Interviews are expected to be held week commencing 11.12.23

## Duties and Responsibilities

### Role

We support disabled people to be as independent as possible in their everyday lives, both at home and in the community. They all have very different needs, interests, goals and levels of support. A key aspiration of the service is to enable disabled people to achieve their aspirations and live the life of their choosing.

You will be responsible for leading the outstanding care and management of all aspects of the day-to-day running of our 6-unit supported tenancy service, ensuring individual outcomes are met for the people we support; maintaining quality of service and striving to grow and

develop the services, adapting to changing needs. Working directly with the tenants will be part of the role, as well as adapting to the needs of the service.

Experience of managing a team is essential. You will also have knowledge of related legislation as well as accurate and detailed report writing skills.

You will benefit from a supportive working environment and being part of our fantastic and diverse team, working to achieve our vision of an equal and inclusive society.

The main duties of the post are to:

### **Main Duties and Responsibilities**

- Lead the team in developing and providing creative, person-centred and responsive support packages for disabled people.
- Leads the development and maintenance of effective working relationships with people we support, their relatives and advocates.
- Facilitates effective working relationships with other agencies who are involved in the lives of the people we support.
- Takes responsibility for the leadership and management of the support team.
- Takes responsibility for the support, care and provision of the service in line with all statutory and legislative standards.
- Ensures effective management of staff performance in line with Disability Stockport's policy and procedures.
- Ensures adequate arrangements are in place in each support package for effective roster management and for covering staff absence.
- Working alongside other managers to ensure that all services within Disability Stockport work in sync to support clients who use multiple services.
- Engaging with external agencies to ensure positive outcomes for tenants, with the ability to politely and professionally challenge.
- Ensuring all internal documentation (Support plans, Risk assessments etc) are in order and updated in a timely and dynamic fashion and reflect current circumstances.
- Delivering service expectations within an allocated budget.
- Maintenance of both communal and working environment on-site, ensuring staff have access to a pleasant working environment.
- Ensuring the service is delivered in accordance with all health and safety regulation.
- Conducting timely reviews for all tenants and responding to any identified area of unmet need.
- Working alongside people close to the tenant such as family and close friends (stakeholders).
- Ensures that staff have access to appropriate learning and development.
- Commit to undertake training and all statutory and professional development training relevant to the post.
- Facilitate effective teamwork promoting a positive and learning culture within the workplace.

### **Skills and Qualifications**

- Experience in a supervision, team leader, or management role
- Being an approachable and reflective member of a team
- Competent IT Skills
- Excellent recording and documenting skills
- Being resilient and solution-focused in adverse and changing circumstances
- Ability to work on own initiative and manage own diary

- A passion to support and work collaboratively with people in receipt of a care package.
- Good interpersonal and communication skills
- Experience working with autistic people is desirable.

*'As a charity, our aim is to eliminate barriers, be non-judgmental, and give holistic support to people - and to be accessible. Not just physically, but in attitude and approach. Disability Stockport has got a feel about it that I have never found anywhere else.'*

**Staff comment**

*'I feel empowered working here.'*

**Staff comment**