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| **Position: Personal Assistant** | |
| Thank you for your interest in the above mentioned job vacancy. I will be recruiting staff with the help of the BMBC Brokerage & Support Team  The job is described below and an application form is enclosed for you to complete. | |
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| **About the Service User** | This post entails caring for a 7-year-old girl with complex needs  Lives in the Cawthorne area.  My hobbies and interests include;   * Lego club at the library * Walking round Locke park * Swimming * Bowling * Cinema * Having picnic’s |
| **Hours and rate of Pay** | 16 hours per week – 2 Hours Monday – Friday 7-9 am and 6 Hours every Saturday to be negotiated.  £9.72 per hour  The post will include 5.6 weeks annual leave (pro rata)  DBS check (formerly known as CRB) and references will be required. |
| **What you would be doing…** | Providing personal care tasks -Encouraging and supporting daily with showering and getting ready for school and the school transport.  Providing Social interaction on a Saturday – Basically burning off surplus energy with doing the things I enjoy.  This position is to provide some respite for her mum, who is her main carer. |
| **The person I would like…** | The ideal person will have experience in working and supporting children with complex needs, this would be an advantage. Have excellent hygiene standards, be reliable and have a committed work ethic  The position will require someone who is a good communicator, flexible, motivated, patient, firm but fair attitude and understanding with a calming nature. Ultimately considerate to my needs. Being confident to assist me develop my social interaction.  A willingness to attend any necessary training requirements. |
|  | *Personalisation Support Service do not generally acknowledge receipt of applications, however, if you require an acknowledgement, please stamp and self-address a postcard, which will be returned to you on the day your application form is received.*  **Closing date for applications 27.11.2020**  You will be contacted to arrange an interview if your application is successful. |
| **NB: BMBC PROVIDES A SUPPORT FOR INDIVIDUALS LIVING INDEPENDENTLY IN THE COMMUNITY AND WILL NOT BE THE EMPLOYER. YOU ARE EMPLOYED BY THE INDIVIDUAL CONCERNED**.  ***\*\* CV’s are not accepted please contact BMBC directly for an application form \*\****  **Please return all correspondence to:**  **People Directorate**  **BMBC Brokerage & Support Team, PO Box 634, Barnsley, S70 9GG.**  **E mail:** [**brokerageandsupport@barnsley.gov.uk**](mailto:brokerageandsupport@barnsley.gov.uk)  **Tel: 01226 772425** | |