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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** | A 12yr old girl with Autism and ADHD in the Lundwood area, lives with her family and they are looking for a Support Worker to help develop her social interactions and help her access the community to take part in the activities she enjoys. |
| **Hours and rate of Pay** | 6 hours per week during Term time, this would ideally be at the weekend either Saturday or Sundays (or the hours could be spilt over both days).  12 hours per week during the school holidays – days and times would be flexible but agreed in advance.  £9.72 per hour  The post will include 5.6 weeks annual leave (pro rata)  DBS check and references will be required. |
| **What you would be doing…** | A Support Worker is required to assist this young girl to participate in the activities she enjoys such as; Outdoor walks, train rides/train stations / eating out at cafés and restaurants / Roller & Ice Skating / Swimming & Bike rides. Some personal care may be involved. |
| **The person I would like…** | The position will require someone who is flexible, motivated, patient and understanding with a calming nature.  Be confident to assist her develop her social interaction.  Be able to be creative and come up with ideas for places to visit that would be of interest.  A willingness to attend any necessary training requirements.  Experienced in working with children, in particular with Autism, would be an advantage. Have excellent hygiene, be reliable and have a committed work ethic.  Car Driver essential. Mileage and admission fee’s (where applicable) will be paid during working hours. |
|  | *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.*  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** | |