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Issue Dated: 8 February 2019

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Administration/Clerical

Business Services Assistant

JOB/19/00279

Grade 4 £16,832 - £17,095 per annum • 37 hours per week • Amber Valley Area Office, Ripley
Full Time • Permanent • Adult Care

We are looking for a committed and flexible person who can work as a key member of the Business Services administration team based in Amber Valley Area Office. Working in a busy office, the successful candidate will require appropriate information & technology (IT) skills, which includes using a variety of IT systems. You will be required to work as part of a team undertaking a wide-range of duties from note taking, supporting social care functions, processing financial information to general administrative tasks. Communication skills, ability to work to deadlines and an understanding of confidentiality is essential to this post. Candidates should be qualified to vocational/NVQ or equivalent with significant experience.

Closing Date 24 February 2019

Business Services Manager

JOB/19/00342

Grade 10 £27,367 - £30,373 per annum • 37 hours per week • County Hall, Matlock
Full Time • Fixed Term • - Due to finite project until the end of 31 July 2019 • Childrens Services

The Department is currently undertaking a review of the Business Services job family looking at the following:

- Consistency in staffing levels and grading of posts
- How grading reflects the work being undertaken
- Learning and development opportunities
- That career pathways enable recruitment, retention and effective service delivery
- That the service works as efficiently as possible
- That we have the right staff in the right place and who are supported in terms of personal development and line management arrangements.

The postholder will be required to assist the department to progress the review through liaison with services, collecting, interpreting and analysing data.

Closing Date 12 February 2019

Business Services Assistant

JOB/19/00363

Grade 6 £18,073 - £19,222 per annum • 37 hours per week • John Hadfield House, Matlock
Part Time and Full Time hours available • Permanent • and Fixed Term posts available • Commissioning, Communities and Policy

We are seeking to appoint Business Services Assistants to the Council's Shared Services Centre in both the recruitment and pay teams.

Applicants must have experience of working in a busy HR, payroll or administrative environment, have excellent organisational, administrative and communication skills as well as a strong commitment to customer service and an ability to cope with the pressure of working to deadlines

Applications will be considered periodically. Depending on the vacancies at that point there may be permanent and/or fixed term posts with both full-time and part-time working hours available.

Prior to your application being considered you will be made aware of the opportunities available so that you can select your preference. If you have any queries relating to this advert please contact michelle.hallsworth@derbyshire.gov.uk

Closing Date 31 July 2019

Architects/Engineers/Surveyors/Technical

Senior Technician

JOB/19/00375

Grade 10 £27,367 - £30,373 per annum • 37 hours per week • County Hall, Matlock

Full Time • Permanent • Economy, Transport and Environment

Within Derbyshire County Councils Highways Division we are looking for an enthusiastic, innovative and experienced civil engineer to join the Network Planning Service. The successful applicant will support with the management and implementation of service improvements and excellent customer care within the Structures Management team.

This post will work closely with other Services within the Highways Division to continually develop service improvement and efficiencies whilst embracing new technologies and best working practices.

This post will manage technical staff delivering services that aim to deliver a safe and resilient highway network.

This role will enable you to shape and enhance service delivery moving forward and to become an ambassador for continuous improvement and value for money.

Closing Date 24 February 2019

Care/Social Work

Care Worker

JOB/18/01264

Grade 5 £12,774.84 - £13,214.16 per annum • 27 hours and 30 minutes per week • New Bassett House Home for Older People, Shirebrook

Part Time • Fixed Term • - Covering for sick leave • Adult Care

We're recruiting Care Workers to help our residents lead dignified lives. Working as part of a valued care team you'll be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing and dressing, eating meals, taking medication and socialising. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you.

You don't need previous experience as we'll give you all the training and support that you will need to do the job.

There'll also be ongoing support and mentoring from experienced staff. Working hours are flexible based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (pro-rata) and extra pay for unsocial hours.

Closing Date 24 February 2019

Occupational Therapist**JOB/19/00004****Grade 11 £31,404 - £34,497 per annum • 37 Hours per week • Shand House, Darley Dale**

Full Time • Fixed Term • - Due to funding until the end of March 2020 • Adult Care

Derbyshire County Council is enhancing the Occupational Therapy response to preventive services across Derbyshire. If you became an Occupational Therapist to make a real difference to people's lives, this is an opportunity for you to work proactively alongside colleagues within an established Social work team at the cutting edge of Social Care to help change lives for the better. If you are an innovative, creative, autonomous practitioner who wants to influence practice and you are looking for a new challenge, then we can give you an opportunity for your creative flair to thrive. You will use a strength based approach, to work with people to identify what skills and resources they have to take control of their lives and overcome everyday challenges.

As part of the prevention agenda, you will provide information and advice to people that will enable them to take positive action independently where possible. This post is offered as a one year fixed term contract with the Adult Care Assessment and Triage Team (ACATT) based at Shand House, Darley Dale. Please note that this is an office based position, assessment and information gathering being achieved by telephone. We would welcome informal visits prior to application.

Closing Date 17 February 2019**Care Worker****JOB/19/00045****Grade 5 £12,812.64 - £13,253.16 per annum • 27 hours and 35 minutes per week • Beechcroft Home for Older People, Ilkeston**

Part Time • Permanent • Adult Care

Working as part of a valued care team you'll be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing and dressing, eating meals, taking medication and socialising. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you. You don't need previous experience as we'll give you all the training and support that you will need to do the job. There'll also be ongoing support and mentoring from experienced staff. Working hours are flexible based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (pro-rata) and extra pay for unsocial hours.

Closing Date 24 February 2019**Care Worker****JOB/19/00111****Grade 5, Post 1 - £13,008.60 - £13,455.96 per annum, Post 2 - £12,891.72 - £13,335.00 per annum • Post 1 - 28 hours per week, Post 2 27 hours 45 minutes per week • The Leys, Ashbourne**

Part Time • Fixed Term • - Covering for maternity leave • Adult Care

We're recruiting Care Worker to help our residents lead dignified lives. Working as part of a valued care team you'll be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing and dressing, eating meals, taking medication and socializing. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you. You don't need previous experience as we'll give you all the training and support that you will need to do the job. There'll also be ongoing support and mentoring from experienced staff. Working hours are flexible based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (pro-rata), and extra pay for unsocial hours.

Closing Date 24 February 2019

Night Care Assistant**JOB/19/00219****Grade 5 £8,362.44 - £8,649.96 per annum • 18 hours per week • Newhall Bungalow, Swadlincote**

Part Time • Permanent • Adult Care

The Bungalow is a 10 bedded Respite Care Unit, supporting Adults with Learning and Physical Disabilities. Experience of working with this client group is therefore desirable. You will be expected to support clients with their personal care needs, nutrition and hydration needs and give emotional support where required. There is also a responsibility to complete required written documents, and to give staff a verbal handover account of the night shift. Included within the role, you will be expected to undertake some light housekeeping duties. The successful candidate will receive a period of induction, additionally there is a requirement to undertake mandatory training specific to the role.

Provisional Interview date: 28 February 2019.

Closing Date 24 February 2019**Domestic****JOB/19/00268****Grade 3 £8,063.28 - £8,152.32 per annum • 18 hours per week • Holmlea Home for Older People, Alfreton**

Part Time • Permanent • Adult Care

We are looking for a Domestic to join our team. You would be responsible for contributing to the provision of a comfortable, safe and hygienic environment for residents and staff. Knowledge of health and safety is required. Must hold or be willing to gain NVQ I Cleaning. The duties will include Carpet Shampooing, Steam Cleaning, Floor Cleaning and Maintenance. Previous experience of using a variety of cleaning machines would be an advantage but full training will be provided. Previous experience is preferred but is not essential the successful applicants will be required to undertake training.

Closing Date 24 February 2019**Care Worker (2 Posts)****JOB/19/00275****Grade 5 Post 1 - £11,148.84 - £11,532.12, Post 2 £12,542.76 - £12,974.04 per annum • Post 1 - 27 hours per week, Post 2 24 hours per week • Gernon Manor Home for Older People, Bakewell**

Various hours available • Permanent • Adult Care

We are recruiting Care Workers to help our residents lead dignified lives. Working as part of a valued care team you will be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing, dressing, eating meals, taking medication and socialising. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you. You don't need previous experience as we will give you all the training and support that you will need to do the job. There will also be ongoing support and mentoring from experienced staff. Working hours are flexible based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (pro rata), and extra pay for unsocial hours.

Hours of work:

Post 1 - 24 hours per week, £11,148.84 - £11,532.12

Post 2 - 27 hours per week, £12,542.76 - £12,974.04

Provisional Interview Date: 21 February 2019.

Closing Date 17 February 2019

Residential Childrens Worker (2 Posts)**JOB/19/00295**

Grade 9 Post 1 - £17,267.40 - £18,525.24 per annum, Post 2 £16,763.76 - £17,984.88 per annum • Post 1 - 26 hours per week, Post 2 - 25 hours and 15 minutes per week • Peak Lodge, High Peak
Part Time • Permanent • Childrens Services

Peak Lodge is a purpose built establishment in the grounds of Peak school, Chinley. Peak Lodge consists of 2 homes, The Willows which is short break shared care and children in care residential home and Hill View which is children in care residential home. Both homes work closely with Peak School. This is an exciting opportunity to make a difference in the lives of young people with severe learning difficulties, autism, challenging behaviour and profound physical disabilities.

The successful candidate will work with a supportive management team, receive regular supervision and be involved in helping to develop the service. Minimum age requirement is 23 years old, due to the ages of the young people.

We would welcome any applicants to visit pre interview or request an appointment to discuss this role and to visit Peak Lodge. The Managers are available to discuss role and responsibilities of the advertised post. The Job will include working unsocial hours, including weekend and bank holidays.

Closing Date 24 February 2019

Care Worker (2 Posts)**JOB/19/00339**

Grade 5 £17,189 - £17,780 per annum, pro rata. • Post 1-22 hours and 30 minutes per week, Post 2-17 hours and 30 minutes per week • Holmlea (Home for Older People), Tibshelf
Part Time • Permanent • Adult Care

We are recruiting Care Workers to help our residents lead dignified lives. Working as part of a valued care team you will be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing, dressing, eating meals, taking medication and socialising. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you. You don't need previous experience as we will give you all the training and support that you will need to do the job. There will also be ongoing support and mentoring from experienced staff. Working hours are flexible based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (pro rata), and extra pay for unsocial hours.

Working hours:

Post 1 - 22 hours and 30 minutes per week £10,452.60 - £10,812.00 per annum.

Post 2 - 17 hours and 30 minutes per week £8,130.36 - £8,409.96 per annum.

Provisional Interview Date: 4 March 2019.

Closing Date 24 February 2019

Care Worker**JOB/19/00341****Grade 5 £9,988.56 - £10,332.00 per annum • 21 hours and 30 minutes per week • Whitestones Home for Older People, Chapel-en-le-Frith**

Part Time • Permanent • Adult Care

We're recruiting Care Workers to help our residents lead dignified lives. Working as part of a valued care team you'll be ensuring our residents stay happy, healthy and well by helping them with everyday tasks such as washing and dressing, eating meals, taking medication and socialising. Understanding the needs of older people, including those with dementia, is an important part of the work. If you think you can make a positive difference to an older or disabled person's life and would like a rewarding job with room for progression, we want to hear from you. You don't need previous experience as we'll give you all the training and support that you will need to do the job. There'll also be ongoing support and mentoring from experienced staff. Working hours are based on a three-shift pattern and we offer good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight Bank Holidays a year (prorata), and extra pay for unsocial hours.

Closing Date 24 February 2019**Care Worker****JOB/19/00354****Grade 5 • 37 hours per week • Oakland Village, Swadlincote**

Full Time • Fixed Term • Adult Care

Oakland's Village and Community Care Centre has a vacancy for a full time care worker post to cover Maternity. The successful applicant should have a good knowledge of Health and Safety, and policies and procedures relating to care work. Main duties include; personal care, assisting with safe nutrition and hydration, maintaining a safe and healthy environment, and promoting activities. The successful applicant should hold or be willing to obtain a Level 2 in Health and Social Care or equivalent. The position requires you to work unsociable hours, weekends and some bank holidays.

Closing Date 24 February 2019**Care Worker****JOB/19/00356****Grade 5 £8.91 - £9.22 per hour • As and when required • Oakland Village Home for Older People, Swadlincote**

No Guaranteed Hours • Relief • Adult Care

Oakland's Day Care are looking for a relief Care Worker to join our busy day service. The day service starts at 9.30 am and closes at 3:30 pm. The successful applicant should have a good knowledge of aspects of Health and Safety and policies and procedure relating to care work. Main duties include; personal care, serving snacks/meals, maintaining a safe working environment, assisting with activities. The successful applicant should hold or be willing to obtain a Level 2 qualification in Health and Social Care. The Day Service operates Monday- Saturday each week.

Closing Date 24 February 2019

Caretaking/Cleaning/Security

Cleaner (4 Posts)

JOB/19/00011

Grade 3 £6,719.16 - £6,793.32 per annum • 15 hours per week • County Hall, Matlock

Part Time • Permanent • Commissioning, Communities and Policy

We are seeking to recruit a number of Cleaners to work at the County Hall Complex. There are 2 shift patterns available, 7.00am - 10.00am or 4.00pm - 7.00pm, Monday to Friday. A knowledge of cleaning would be desirable but is not essential as full training will be given.

Closing Date 17 February 2019

Facilities Management Assistant

JOB/19/00013

Grade 6 £8,304.60 - £8,832.48 per annum • 17 hours per week • County Hall, Matlock

Part Time • Permanent • Commissioning, Communities and Policy

We are seeking to recruit a Facilities Management Assistant to be responsible for overseeing the cleaning at the County Hall complex. The postholder will be responsible for the day to day supervision of cleaning staff at 4 sites, organising work rotas to ensure cover is provided and standards are maintained. They will be responsible for ordering materials/equipment, dealing with any issues as they arise. The successful candidate will be required to use ICT so a good knowledge of Microsoft Office is essential.

Closing Date 17 February 2019

Relief Cleaner

JOB/19/00095

Grade 3 £8.55 - £8.69 per hour • As and when required • Chesterfield Depot

No Guaranteed Hours • Relief • Commissioning, Communities and Policy

Relief Cleaner to provide cover for sickness and absences at various sites will be required to travel round Chesterfield and surrounding areas, providing a variety of cleaning duties, to include cleaning of classrooms, toilets and offices. Previous experience is preferred but not essential and any successful applicants will be required to undertake training.

Closing Date 17 February 2019

Caretaker

JOB/19/00101

Grade 4 £7,278.12 - £7,391.88 per annum • 16 hours per week • Chinley Primary School, High Peak

Part Time • Permanent • Commissioning, Communities and Policy

The successful candidate will be required to undertake a variety of cleaning, security and janitorial duties. You will also be required to operate electrically powered rotary machines for which training will be provided. This will be an afternoon shift working alongside a small cleaning team.

Provisional Interview Date: 22 February 2019

Closing Date 17 February 2019

Cleaner**JOB/19/00121****Grade 3 £8.59 - £8.69 per hour • As and when required • Denby Depot, Ripley**

No Guaranteed Hours • Relief • Commissioning, Communities and Policy

The successful candidate will be required to undertake a variety of cleaning duties, including the use of electrically powered rotary floor machines for which training will be given.

Provisional Interview Date: 25 February 2019

Closing Date 17 February 2019**Domestic****JOB/19/00276****Grade 3 £8,958.24 - £9,057.12 per annum • 20 hours per week • Gernon Manor Home for Older People, Bakewell**

Part Time • Permanent • Adult Care

Responsible for contributing to the provision of a comfortable, safe and hygienic environment for residents and staff. Knowledge of health and safety is required. Must hold or be willing to gain NVQ I Cleaning.

The job will include unsocial hours working including weekends and Bank Holidays.

Closing Date 24 February 2019**Catering****Catering Assistant****JOB/18/01304****Grade 2 £3,788.88 - £3,809.64 per annum • 10 hours and 15 minutes per week, 38 weeks per year • Etwall Primary School, Etwall**

Part Time • Permanent • Childrens Services

You will be working in a busy production kitchen assisting with the preparation, cooking and service of the lunch time meals to a number of pupils. This post will also include furniture duties.

Closing Date 24 February 2019**Catering Supervisor****JOB/19/00044****Grade 5 £10,657.32 - £11,023.92 per annum • 27 hours 30 minutes per week, 38 weeks per year • North Wingfield Primary School**

Part Time • Permanent • Childrens Services

Working as part of the catering team, the post-holder will have the responsibility for managing all aspects in our busy kitchens. This will include general kitchen duties, food preparation, service and bookwork for a number of meals per day, this may include exports.

You will need to demonstrate all-round catering experience and have good communication skills. Working to pre-planned menus, it is essential that potential candidates possess an awareness of portion and cost control.

To apply you will be ideally qualified to City & Guilds 706/1 level/NVQ Level II or have relevant experience, with a sound knowledge of Health & Safety and possess a Basic Food Hygiene Certificate.

Closing Date 24 February 2019

Catering Supervisor**JOB/19/00126****Grade 5 8.91 - £9.22 per hour • As and when required • Whitemoor Centre, Belper**

No Guaranteed Hours • Relief • Adult Care

Applicants should be able to demonstrate their experience and skills within this field. An enthusiasm and a real desire to provide the best support possible to people accessing our day opportunities is required as is previous experience of working with people who have a learning disability. Must hold or willing to gain NVQ Health and Social Care Level 3 (Adults) or equivalent.

Closing Date 24 February 2019**Catering Assistant****JOB/19/00273****Grade 2 £9,194.88 - £9,245.40 per annum • 20 hours and 45 minutes per week • Whitemoor Centre, Belper**

Part Time • Fixed Term • - Covering for sick leave • Adult Care

You will be working in a busy production kitchen preparing, cooking and serving meals to the service users. The job will include unsocial hours working including weekends and Bank Holidays.

Closing Date 24 February 2019**Catering Assistant****JOB/19/00284****Grade 2 £3,795.00 - £3,815.88 per annum • 10 hours per week, 39 weeks per year • Newhall Infant and Nursery School, Swadlincote**

Part Time • Fixed Term • - Due to finite funding until the end of July 2020 • Childrens Services

You will be working in a busy production kitchen assisting with the preparation, cooking and service of the lunch time meals to a large number of pupils. You will be required to maintain all hygiene standards in the unit and have a good customer service approach. You will be working in a large team and expected to be able to help erect and dismantle the dining room furniture on a daily basis.

Provisional Interview Date: 14 March 2019.

Closing Date 24 February 2019**Catering Assistant****JOB/19/00301****Grade 2 £8.50 - £8.55 per hour • As and when required • Chesterfield Library Coffee Bar**

No Guaranteed Hours • Relief • Childrens Services

The post is for a Coffee Bar Assistant with no fixed hours but predominantly for work on a Saturday and during school holidays. Duties will include serving hot and cold drinks and snacks to tables, operating a cash register, general cleaning duties and any other duties as assigned by the Catering Supervisor.

Closing Date 24 February 2019**Catering Assistant****JOB/19/00336****Grade 2 £5,406.84 - £5,436.36 per annum • 14 hours and 15 minutes per week • Marlpool Junior School, Heanor**

Part Time • Fixed Term • - Due to funding until the end of July 2020 • Childrens Services

You will be working in a busy production kitchen assisting with the preparation, cooking and service of the lunch time meals to a number of pupils. This post includes furniture duties.

Closing Date 24 February 2019

Catering Assistant**JOB/19/00360****Grade 2 £5,134.68 - £5,549.28 per annum • 10 hours per week, 39 weeks per year • Heage Primary School, Belper**

Part Time • Permanent • Childrens Services

You will be working in a busy production kitchen assisting with the preparation, cooking and service of the lunch time meals to a number of pupils. This post will also include furniture duties.

Closing Date 24 February 2019

Childrens Social Care/Social Work

Social Worker (4 Posts)**JOB/18/00130****Grade 9-11 £24,573 - £34,497 per annum • 37 hours per week • Various Locations**

Full Time • Permanent • Childrens Services

An exciting opportunity has come up for social work positions within children in care teams across Derbyshire. Ideally we are looking for experienced social workers who have a good understanding of children in care social work and demonstrate an aspiration to promote the best outcomes for children. We would also welcome applications from social workers who are interested in interested in this specific area of work and are looking to develop and broaden their skills.

We are currently remodeling our children's social work service to create smaller teams with reduced caseloads supported by new practice supervisors.

If you have a social work qualification and your HCPC registration – or are a graduate waiting for registration – we'd love to hear from you.

Our children's services are currently rated 'good' by Ofsted and we have excellent partnership working arrangements that help our social workers deliver good outcomes for children and their families.

We're proud of our social work practice and commitment to children and their families in Derbyshire, our excellent supervision, systemic practice, manageable caseloads, innovative working, training opportunities and high aspirations for the children we work with.

We offer something different and there are lots of good reasons to be a social worker in Derbyshire:

You'll receive excellent supervision and support. We are committed to systemic practice and safe outcomes

- You'll be part of a supportive peer network with supportive colleagues and managers
- We're investing in our children's social work service to recruit additional workers and secure its future
- You'll have a manageable caseload
- You'll enjoy a diverse range of cases provide an exciting, challenging and rewarding experience.
- Despite the challenges of the role morale in Derbyshire is high
- We have excellent training and development opportunities including a focus on practice skills and leadership development

(For further information please see overleaf)

- We offer on-the-job opportunities and progression into roles as senior practitioners and the chance to train for further formal qualifications
- Effective leadership and management helps to reduce risk for our social workers as well as the children and families they support
- We take a preventative, practical and honest approach to our work with families
- We've introduced accelerated pay progression opportunities for frontline social workers following their ASYE
- We have salaries which are competitively benchmarked with other East Midlands authorities
- Our children's services are rated 'good' by Ofsted with many examples of 'outstanding' practice
- We have excellent partnership working arrangements that help our social workers deliver good outcomes for children and their families

The benefits of working for Derbyshire County Council:

- You'll be eligible to join the Local Government Pension Scheme where you pay your contributions and we pay too. It's a flexible scheme and an important part of your employment package providing an excellent range of benefits
- You'll be part of a generous annual leave and flexi time scheme. We support flexible working and leave arrangements
- You'll enjoy benefits including our occupational health, physiotherapy and counselling services, free car parking at most of our sites and free childcare vouchers
- Derbyshire is a great place to live and work. It's only a short drive to Derby, Nottingham, Sheffield and Manchester but is also home to miles of beautiful countryside and has the Peak District National Park on its doorstep. The county enjoys house prices below the UK average and has great road and rail links
- We're a council that cares – and that comes across to our families You can find out more about working for us – at www.derbyshire.gov.uk/socialworkjobs

There are a total of 4 posts and include 2 posts in Erewash, 1 post in South Derbyshire in North East and Bolsover.

Provisional Interview Date: Weeks commencing 4 and 11 March 2019

Closing Date 24 February 2019

Grade 9-11 £24,573 - £34,497 per annum • 37 hours per week • Starting Point, Godkin House Full Time • Fixed Term • - Covering for maternity leave • Childrens Services

An exciting opportunity has arisen in Starting Point for a fixed term full time Social Worker Post covering maternity leave. This is an ideal career development opportunity for someone interested in working within Starting Point. Our children's services are currently rated 'good' by Ofsted and we have excellent partnership working arrangements that help our social workers deliver good outcomes for children and their families. We're investing in our children's social work service and expanding our teams across Derbyshire. We're proud of our social work practice and commitment to children and their families in Derbyshire, our excellent supervision, systemic practice, manageable caseloads, innovative working, training opportunities and high aspirations for the children we work with.

You will work on shift with the Starting Point team based at Godkin House, Ripley. Hours will be a four week rolling rota, week 1 - 8.00am – 4.00pm, a week, Week 2, 10.00am - 6.00pm and weeks 3 and 4, 9.00am – 5.00pm.

We offer something different and there are lots of good reasons to be a Social Worker in Derbyshire:

- You'll receive excellent supervision and support we are committed to systemic practice and safe outcomes.
- You'll be part of a supportive peer network with supportive colleagues and managers.
- We're investing in our children's social work service to recruit additional workers and secure its future
- You'll enjoy a diverse range of cases provide an exciting, challenging and rewarding experience.
- Despite the challenges of the role morale in Derbyshire is high.
- We have excellent training and development opportunities including a focus on practice skills and leadership development.
- We offer on-the-job opportunities and progression into roles as senior practitioners and the chance to train for further formal qualifications.
- Effective leadership and management helps to reduce risk for our social workers as well as the children and families they support.
- We take a preventative, practical and honest approach to our work with families.
- We've introduced accelerated pay progression opportunities for frontline social workers following their ASYE.
- We have salaries which are competitively benchmarked with other East Midlands authorities.
- Our children's services are rated 'good' by Ofsted with many examples of 'outstanding' practice.
- We have excellent partnership working arrangements that help our social workers deliver good outcomes for children and their families.

The benefits of working for Derbyshire County Council:

- You'll be eligible to join the Local Government Pension Scheme where you pay your contributions and we pay too. It's a flexible scheme and an important part of your employment package providing an excellent range of benefits.
- You'll be part of a generous annual leave and flexi time scheme. We support flexible working and leave arrangements.
- You'll enjoy benefits including our occupational health, physiotherapy and counselling services, free car parking at most of our sites and free childcare vouchers.

Derbyshire is a great place to live and work. It's only a short drive to Derby, Nottingham, Sheffield and Manchester but is also home to miles of beautiful countryside and has the Peak District National Park on its doorstep. The county enjoys house prices below the UK average and has great road and rail links. We're a council that cares – and that comes across to our families You can find out more about working for us – at

www.derbyshire.gov.uk/socialworkjobs

Closing Date 24 February 2019

IT/Telecoms

ICT Technical Graduate (ICT Services)

JOB/19/00294

Grade 8 £ • 37 hours per week • County Hall, Matlock

Full Time • Fixed Term • - Due to Internship until the end of July 2021 • Commissioning, Communities and Policy

The ICT Services Graduate Programme has been developed to attract talented individuals that we can support and develop to ensure our sustainability and future success. This exciting opportunity will provide diverse challenging career development opportunities within a vital service. We are looking for dynamic, technically focused graduates with excellent ICT skills who are keen to learn and develop, and have an interest in the way IT can be used to enhance and transform the organisation.

The scheme offers a two year fixed term contract and the successful candidates will be offered structured experience in a technical area of the service. Depending on skills, experience, interests and the needs of the service, you will have exposure to some of the following disciplines; data centre management, server management, network management, database administration, systems administration, systems development, ICT service desk, desktop management and ICT asset management.

The following gives you an idea of the size and the services provided:

- 180+ staff
- Two data centres comprising of 145 physical and 175 virtual servers
- Over 400 establishments connected via a private wide area network
- 180 corporate and business applications
- A desktop estate of over 7,000 PCs and laptops
- A user base of over 8,000
- IT Traded Services for 400+ schools.

The job profile provide examples of the variety of duties that those who are successful will be asked to undertake. The opportunity will suit those who have successfully completed or are on target to complete a degree in a Computing (including Computer Networks/Forensics), IT, Information Systems related discipline.

A mentor will be allocated during the 2 year period and there will be an ongoing assessment against skills and abilities in the role. Successful candidates will be expected to continue their professional development through the Council's Learning and Development programme.

For further information please email ark.whelan@derbyshire.gov.uk or telephone on 01629 538455.

Provisional Interview Date: 21 March 2019

Closing Date 3 March 2019

Business Graduate (ICT Services)**JOB/19/00296****Grade 8 £22,184 - £23,975 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term • - Due to Internship until the end of July 2021 • Commissioning, Communities and Policy

The ICT Services Graduate Programme has been developed to attract talented individuals that we can support and develop to ensure our sustainability and future success. This exciting opportunity will provide diverse challenging career development opportunities within a vital service. We are looking for dynamic, business focused graduates with excellent ICT skills who are keen to learn and develop, and have an interest in the way IT can be used to enhance and transform the organisation.

The scheme offers a two year fixed term contract and the successful candidates will be offered structured experience in a business area of the service. Depending on skills, experience, interests and the needs of the service, you will have exposure to some of the following disciplines; ICT strategy, relationship management, organisational management and project management.

The job profile provide examples of the variety of duties that those who are successful will be asked to undertake. The opportunity will suit those who have successfully completed or are on target to complete a degree in ICT, Business or Information Systems related disciplines.

A mentor will be allocated during the 2 year period and there will be an ongoing assessment against skills and abilities in the role. Successful candidates will be expected to continue their professional development through the Council's Learning and Development programme. For further information please email mark.whelan@derbyshire.gov.uk or telephone on 01629 538455.

Provisional Interview Date: 21 March 2019.

Closing Date 3 March 2019**Business Student (ICT Services)****JOB/19/00298****Grade 6 £18,073 - £19,222 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term • - Due to Internship for 12 months from start date • Commissioning, Communities and Policy

The ICT Services Student Placement Programme provides an exciting opportunity, full of diverse and challenging activities for those that wish to join us. We are looking for dynamic students with excellent ICT skills who are keen to learn and develop and have an interest in the way IT can be used to enhance and transform the organisation. The scheme offers a one year fixed term contract and the successful candidates will be offered structured experience in the wide range of work undertaken by the service. Depending on skills, experience, interests and the needs of the service, the role will provide you with exposure to some of the following disciplines; ICT strategy, relationship management, organisational management and project management.

We are looking for students who are studying for a degree in an ICT, Business or Information Systems related discipline.

A mentor will be allocated and there will be an ongoing assessment during the year.

For further information please email Mark Whelan (mark.whelan@derbyshire.gov.uk) or telephone 01629 538455.

Provisional Interview Date: 14 March 2019

Closing Date 3 March 2019

Grade 6 £18,073 - £19,222 per annum • 37 hours per week • County Hall, Matlock

Full Time • Fixed Term - Due to Internship for 12 months from start date • Commissioning, Communities and Policy

The ICT Services Student Placement Programme provides an exciting opportunity, full of diverse and challenging activities for those that wish to join us. We are looking for dynamic, technically focused students with excellent ICT skills who are keen to learn and develop and have an interest in the way IT can be used to enhance and transform the organisation.

The scheme offers a one year fixed term contract and the successful candidates will be offered structured experience in the wide range of work undertaken by the service. Depending on skills, experience, interests and the needs of the service, the role will provide you with exposure to some of the following disciplines; data centre management, server management, network management, database administration, systems administration, systems development, ICT service desk, desktop management and ICT asset management.

The following gives you an idea of the size and the services provided:

- 180+ staff
- Two data centres comprising of 145 physical and 175 virtual servers
- Over 400 establishments connected via a private wide area network
- 180 corporate and business applications
- A desktop estate of over 7,000 PCs and laptops
- A user base of over 8,000
- IT Traded Services for 400+ schools.

We are looking for students who are studying for a degree in a Computing, Computer Networks/Forensics, IT, Information Systems related discipline.

A mentor will be allocated and there will be an ongoing assessment during the year.

For further information please email Mark Whelan (mark.whelan@derbyshire.gov.uk) or telephone 01629 538455.

Provisional Interview Date: 14 March 2019

Closing Date 3 March 2019

Legal Services

Designated Deputy Superintendent Registrar/Deputy Registrar

JOB/19/00370

Grade 7, £10.26 - £11.19 per hour • As and when required • Various Locations throughout the County

No Guaranteed Hours • Relief • Commissioning, Communities and Policy

We are looking to appoint suitable persons who are available to work as and when required, sometimes at short notice. There are no guaranteed hours. The positions will be based at various registration offices* in the County with the requirement to work at various approved premises. There may be a need to work in other areas of the County on occasions.

The hours of work are Monday to Sunday including Bank Holidays. The post holders will carry out the duties of a Deputy Registrar of Births, Deaths and Marriages and Deputy Superintendent Registrar under the Registration Acts.

*Please ensure you indicate your preferred base on your application form. The Offices are at Chesterfield, Ashbourne, Bakewell, Buxton, Glossop, Ilkeston, Ripley and Swadlincote.

Closing Date 24 February 2019

Schools and Academies

Administration/Clerical

Student Services/Receptionist

JOB/19/00397

Scale 4 SCP 18 – 21 £18,870 - £20,541 (Pro Rata £9,776 - £10,642) • 22 hours and 12 minutes per week, 40 weeks per year • Queen Elizabeth's Grammar School Ashbourne Academy (QEGSMAT)

Full Time • Fixed Term • - Covering for maternity leave

QEGSMAT are seeking to appoint a Student Services/Receptionist (Maternity cover) to start on Monday 1 April 2019 at Queen Elizabeth's Grammar School, Ashbourne Academy.

QEGSMAT is a growing group of academies based in Derbyshire, Derby City and Staffordshire. Established at the start of 2017, our Trust is based on a set of actions defined by our students; 'Question, Explore, Give and Succeed'

The Trust's vision is to 'Question, Explore; Give; Succeed' and our exceptional staff, strong leadership and motivated children and young people, as well as excellent facilities, provide the successful formula for this. Queen Elizabeth's Grammar School Ashbourne Academy is an 11-18 Comprehensive School in the picturesque town of Ashbourne. The school enjoys an excellent reputation within the local community.

Queen Elizabeth's Grammar School, Ashbourne Academy is an 11-18 Comprehensive School in the picturesque town of Ashbourne. The school enjoys an excellent reputation within the local community. Academic standards are already very high in all key stages but we are not complacent and continually seek to expand and improve upon opportunities afforded to our students.

Queen Elizabeth's Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

If you are interested in this position please complete an application form found at <https://www.qegsmat.com/currentvacancies/> and email it to hr@qegsmat.com before the closing date.

Provisional Interview date: Wednesday 13 February 2019

Closing Date 10 February 2019

School Business Assistant (Clerk to Governors)

JOB/19/00413

Grade 4 £1,023.36 - £1,039.44 per annum • 2 hours and 15 minutes per week (to be worked on a variable basis throughout the year) • Baslow St. Anne's C of E Primary School

Part Time • Permanent

The governors of Baslow St. Anne's Church of England Primary School are seeking to appoint an organised and dedicated Clerk to Governors. The duties include clerking the six full governing body meetings each year and additional management of governing body documents. Hours are flexible but will include attending evening meetings which are held on Monday evenings at present commencing at 6.30pm. The successful candidate will need to be able to work from home and have access to a computer and the internet. Full support and training will be given to the right candidate. The successful candidate will become a valued member of our outstanding school team. Full details of the job description and the person specification are attached. For further information please call 01246 583298 or email: enquiries@st-annescofe.derbyshire.sch.uk

Closing Date 17 February 2019

Caretaking/Cleaning/Security

Cleaner

JOB/19/00416

Grade 3 £3,550.68 - £3,589.92 per annum • 9 hours and 30 minutes per week, 38 weeks per year •

Woodthorpe CE (VC) Primary School, Mastin Moor

Part Time • Permanent

The Governors are looking to recruit a cleaner to assist in the provision of an efficient and effective cleaning service to the School. The successful candidates will be required to, clean toilets, classrooms, corridors, staffroom and offices, suction clean carpets, mop floors, dust, damp wipe, wash or polish areas and empty rubbish bins. You must have a flexible and reliable approach and take a pride in the School. Previous experience of cleaning would be an advantage but training will be provided. Hours of work are Monday to Friday 4.30pm - 6.24pm, during term time.

Provisional Interview Date: 13 and 14 February 2019

Closing Date 10 February 2019

Education - Non Teaching/Support Services

Design and Technology Technician

JOB/19/00213

Scale 3 £17,681 - £18,672 (Actual Salary £16,031 - £16,929) • 37 hours per week, 42 weeks per year • Queen Elizabeth's Grammar School, Ashbourne Academy

Full Time • Permanent

QEGSMAT are seeking to appoint a Design & Technology Technician on a permanent basis to contribute towards effective teaching and learning by providing technical support to the Department. We are looking for the successful candidate to start as soon as possible.

The Trust's vision is to 'Question, Explore; Give; Succeed' and our exceptional staff, strong leadership and motivated children and young people, as well as excellent facilities, provide the successful formula for this. Queen Elizabeth's Grammar School Ashbourne Academy is an 11-18 Comprehensive School in the picturesque town of Ashbourne. The school enjoys an excellent reputation within the local community. Academic standards are already very high in all key stages but we are not complacent and continually seek to expand and improve upon opportunities afforded to our students.

The successful applicant will need to have a practical and flexible approach to work, ideally with experience in a similar setting and willing to support all areas of the department. The technician would work under the direction and instruction of senior staff to provide technical support to the Design & Innovation department. Responsibilities will include supporting classroom support, administration and ordering of materials, health and safety and the preparation of resources.

Applicants should ideally have knowledge of CAD/CAM, tool and machine maintenance, be computer literate and be skilled in Design Technology material preparation.

Queen Elizabeth's Grammar School Ashbourne Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please do not apply using the Derbyshire County Council website. If you are interested in this position please complete an application form found at <https://www.qegsmat.com/currentvacancies/> and email it to hr@qegsmat.com before the closing date.

Provisional Interview date: Week commencing 25 February 2019

Closing Date 17 February 2019

Midday Supervisor**JOB/19/00343**

Grade 4 £2,910.84- £2,956.44 per annum • 7 hours and 40 minutes per week, 38 weeks per year • Ashgate Croft School, Chesterfield
Part Time • Permanent

Ashgate Croft is a large and complex area special school. We provide education and care for pupils with an EHCP moderate, severe and profound learning difficulties including those with associated communication, behavioural and physical needs.

We are seeking to appoint a Midday Supervisor. You will work as part of a team of Midday Supervisors, under the direction of the Senior Midday Supervisor, in supporting pupils during the mid-day break. You will be responsible for pupils' safety and well-being, supervising them in the dining room, classrooms and on the playgrounds. You will serve the mid-day meal and assist pupils with eating, following individual eating and drinking programmes as appropriate. You will also support pupils' personal care needs, including toileting and changing. The hours of work will be Monday to Friday 11.43am - 1.15pm.

This is a first class opportunity to pursue a career in a forward looking and well respected special school. You will be well supported in your work and you will be encouraged to develop professionally.

Ashgate Croft is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Provisional Interview Date: 5 March 2019

Closing Date 24 February 2019

Teaching Assistant**JOB/19/00349**

NJC point 17-21 £7,479 - £8,281 per annum • 17 hours and 30 minutes per week 39 weeks per year • Hilton Primary School
Part Time • Fixed Term • - Due to pupil numbers until the end of August 2019

Hilton Primary School, working in partnership with the Spencer Academy Trust, are looking to recruit a Teaching Assistant. Are you the sort of Teaching Assistant who can turn a book corner into a dragon's lair? Do you embrace creativity? Are you prepared to go the extra mile with a smile on your face? Then we want to hear from you!

We are looking for a Teaching Assistant to support children in our Reception classes. The hours are to be worked in the mornings. We are looking for someone who:

- Delights in being with children and puts their well-being first
- Has the ability to make learning fun while ensuring that every child is appropriately challenged.
- Sincerely values each and every child.

Please contact the office on 01283 732334 to come and meet the team and to see what the largest primary in Derbyshire has to offer you.

Please apply using the online application form, which can be found at www.satrust.com/vacancies In line with safer recruitment policies references will be called for prior to interview.

Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and all posts are subject to enhanced DBS with children's barred list checks and completion of Level 2 safeguarding training.

Provisional Interview Date: 15 February 2019.

Closing Date 10 February 2019

Teaching and Learning Assistant**JOB/19/00355****Grade 7 £10,307.52 - £11,240.76 per annum • 22 hours and 30 minutes per week, 39 weeks per year • St Giles CE Primary School (Part of Derby Diocesan Academy Trust), Killamarsh**

Part Time • Fixed Term • - Due to pupil numbers- until the end of August 2019, with a view to becoming permanent

The Governing Body of St Giles Primary School are looking to appoint a highly motivated, skilful Teaching Assistant in Year 2 with the highest expectations to join our friendly, hardworking and enthusiastic team. The post will involve supporting a child with an EHCP for ASD. Experience and knowledge of working with children with similar needs would be an advantage. The post involves working every morning, as well as Wednesday and Friday afternoons.

St Giles is part of the Derby Diocesan Academy Trust (DDAT), having converted in September 2017. Our school is a friendly, welcoming place where everyone works together to ensure the best outcomes for our children. The person appointed will have high expectations of learners and be an excellent practitioner with the ability to work as a team member. You will be able to demonstrate secure knowledge and understanding of the curriculum, and be committed to your own professional development. The role will involve in-class support, and intervention and withdrawal of groups of children, usually to include SEND/ASD. It will also involve direct 1:1 support for children with complex needs, as directed by the Headteacher, Senco or class teacher. We are looking for someone with a positive, out-going, caring and nurturing approach, who is dedicated, hardworking and firmly focused on maximising the progress of pupils. The successful applicant will be supportive of our Christian ethos. Prospective visits to the school are encouraged and will be warmly welcomed. For any further information, and the opportunity to visit the school, please contact the school office on 0114 2482825.

DDAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and Disclosure Barring Service checks. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. DDAT welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Please only complete the DDAT Support Staff application form and DDAT Reference/monitoring forms attached with this advert. Unfortunately, other application forms or CVs will not be accepted. Send these, along with a covering letter to mloader@stgilesprimary.org.uk before the closing date.

Provisional Interview Date: 7 March 2019

Closing Date 24 February 2019**Play Leader****JOB/19/00368****Grade 6 £4,889.52 - £5,200.44 per annum • 12 hours per week, 38 weeks per year • Rowsley CE Primary School**

Part Time • Permanent • - Pending restructure until the end of August 2019

The Governors of Peak Tor Federation are seeing to appoint a Play Leader to join our small and happy team at Rowsley C of E Primary School, where children work and play happily together.

The successful candidate will lead the promotion of our pupils' well-being across school. Visits to the school are warmly welcomed. Please call the school office on 01629 733727 to arrange an informal tour.

Provisional Interview Date: 28 February 2019

Closing Date 24 February 2019

Teaching and Learning Assistant**JOB/19/00359****Grade 7 £13,743.48 - £14,987.64 per annum • 30 hours per week, 39 weeks per year • St Giles CE Primary School (Part of the Derby Diocesan Academy Trust), Killamarsh**

Part Time • Fixed Term • - Due to pupil numbers- until the end of August 2019, with a view to becoming Permanent

The Governing Body of St Giles Primary School are looking to appoint a highly motivated, skilful Teaching Assistant in EYFS with the highest expectations to join our friendly, hardworking and enthusiastic team. St Giles is part of the Derby Diocesan Academy Trust (DDAT), having converted in September 2017.

Our school is a friendly, welcoming place where everyone works together to ensure the best outcomes for our children. The person appointed will have high expectations of learners and be an excellent practitioner with the ability to work as a team member. You will be able to demonstrate secure knowledge and understanding of the Early Years Foundation Stage Profile, and be committed to your own professional development. The role will involve in-class support for all ability groups, and intervention and withdrawal of these groups. It may also involve direct 1:1 support for children with complex needs, as directed by the Headteacher, Senco or class teacher. We are looking for someone with a positive, out-going, caring and nurturing approach, who is dedicated, hardworking and firmly focused on maximising the progress of pupils. The successful applicant will be supportive of our Christian ethos. Prospective visits to the school are encouraged and will be warmly welcomed. For any further information, and the opportunity to visit the school, please contact the school office on 0114 2482825.

DDAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and Disclosure Barring Service checks. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. DDAT welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Please only complete the DDAT Support Staff application form and DDAT Reference/monitoring forms attached with this advert. Unfortunately, other application forms or CVs will not be accepted. Send these, along with a covering letter to mloader@stgilesprimary.org.uk before the closing date.

Provisional Interview Date: 4 March 2018

Closing Date 24 February 2019

Cleaner**JOB/19/00385****Grade 3 £3,836.16 - £3,878.52 per annum • 10 hours per week, 39 weeks per year • Buxton Community School Part Time • Permanent**

We are looking for an able, enthusiastic, and committed individual to join our cleaning team here at Buxton Community School. To provide a first class cleaning service for the school which will include working in all types of rooms, including offices, classrooms, halls, corridors, workshops and toilets. Working hours are Monday to Friday 3.30pm-5.30pm. Full training will be given.

Please do not apply using the Derbyshire County Council website. Please use the attached application form. Completed application forms should be returned to recruitment@buxton.derbyshire.sch.uk or to Jayne McMillan, Head of Business and Resources, no later than 9.30am on 11 February 2019.

Closing Date 11 February 2019

School Children and Family Support Worker**JOB/19/00367****Grade 8 £6,160.44 - £6,657.72 per annum • 12 hours per week, 39 weeks per year • Hasland Junior School
Part Time • Permanent**

The Governing Body of Hasland Junior School is seeking to appoint an experienced and dynamic Family Support Worker. This post is for 12 hours per week and is to be worked flexibly over 3 days. Hasland Junior School is a larger than average junior school on the outskirts of Chesterfield.

- We are looking for someone who has a passion for supporting vulnerable children and families
- Has an excellent knowledge of up-to-date safeguarding policies and procedures
- Has experience of working with families to overcome barriers to ensure children reach their potential at school
- Has experience of supporting families to improve children's attendance
- Has a sense of humour and is fun, fully embracing all aspects of school life
- Will embrace our school ethos and add to our wonderful team.

There are currently 380 children in 12 single aged classes, 3 per year group. The school was recently inspected and was seen as a 'good' school with many outstanding features. This post will start in September 2019. Visits to the school are welcome and encouraged.

Closing Date 24 February 2019

Midday Supervisor**JOB/19/00384****Grade 3 £2,179.08 - £2,203.20 per annum • 5 hours and 50 minutes per week, 38 weeks per year •
Anthony Bek Community Primary and Nursery School, Pleasley****Part Time • Permanent**

Do you enjoy working with children? Are you calm, patient, fair and kind? If so, you could be who we are looking for.

The governing body are seeking to appoint enthusiastic, committed individuals to join our wonderful staff team. We are extremely keen to recruit someone who enjoys working with children and will fully engage with the children, joining in their games and encouraging positive play.

Duties include the supervision of children from reception to Year 6, during eating lunch in the school dining areas while promoting healthy eating and good table manners. Duties also include supervising on the playgrounds or inside (weather dependent) and interacting with children in play whilst also ensuring the welfare and safety of pupils. Previous experience of working with children in a supervisory role is essential.

The working pattern will be Monday to Friday for 1 hour and 10 minutes daily, currently 11:55am – 1:05pm.

This position is to start on Monday 4 March 2019 working daily, during term time.

Successful applicants will be informed about interview arrangements on Monday 25 February 2019 by telephone and email. Interviews will take place on Wednesday 27 February 2019 over the lunch time period.

Visits to the school are recommended and warmly welcomed. Please contact the school office to make an appointment on 01623 810355.

If you require any further information, please ask for Mrs. Donna-Marie Johnson (Headteacher).

Provisional Interview date: 27 February 2019

Closing Date 24 February 2019

Teaching and Learning Assistant**JOB/19/00362****Grade 7 £8,017.56 - £8,743.44 per annum • 17 hours and 30 minutes per week, 39 weeks per year • St Giles CE Primary School (Part of Derby Diocesan Academy Trust), Killamarsh**

Part Time • Fixed Term • - Due to pupil numbers- until the end of August 2019, with a view to becoming permanent

The Governing Body of St Giles Primary School are looking to appoint a highly motivated, skilful Teaching Assistant with the highest expectations to join our friendly, hardworking and enthusiastic team. The post will be flexible, so the successful candidate will be able to work in any year group, but will initially be in Y2/3/4. The post will be Monday-Friday, mornings only.

St Giles is part of the Derby Diocesan Academy Trust (DDAT), having converted in September 2017. Our school is a friendly, welcoming place where everyone works together to ensure the best outcomes for our children. The person appointed will have high expectations of learners and be an excellent practitioner with the ability to work as a team member. You will be able to demonstrate secure knowledge and understanding of the curriculum and be committed to your own professional development. The role will involve in-class support for all ability groups, and intervention and withdrawal of these groups. It may also involve direct 1:1 support for children with complex needs, as directed by the Headteacher, Senco or class teacher.

We are looking for someone with a positive, out-going, caring and nurturing approach, who is dedicated, hardworking and firmly focused on maximising the progress of pupils. The successful applicant will be supportive of our Christian ethos. Prospective visits to the school are encouraged and will be warmly welcomed. For any further information, and the opportunity to visit the school, please contact the school office on 0114 2482825.

DDAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and Disclosure Barring Service checks. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. DDAT welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Please only complete the DDAT Support Staff application form and DDAT Reference/monitoring forms attached with this advert. Unfortunately, other application forms or CVs will not be accepted. Send these, along with a covering letter to mloader@stgilesprimary.org.uk before the closing date.

Provisional Interview Date: 4 March 2019

Closing Date 24 February 2019

Midday Supervisor**JOB/19/00393****Grade 3 £2,716.44 - £2,746.32 per annum • 7 hours and 5 minutes per week, 39 weeks per year • Belmont Primary School, Swadlincote**

Part Time • Permanent

The Governors at Belmont Primary School would like to appoint a midday supervisor to their hard working, supportive team. The successful candidate will have experience of working with primary aged children either in a paid or voluntary position. They ensure pupils have a safe, active and enjoyable lunchtime supporting them in the dining room, playground or classroom depending on the weather.

Closing Date 24 February 2019

School Driveway Patrol (2 Posts)**JOB/19/00386****Grade 3 £1,402.08 - £1,417.56 per annum • 3 hours and 45 minutes per week, 38 weeks per year • Hasland Junior School, Chesterfield**

Part Time • Permanent

The Governors are seeking to appoint 2 individuals for School Driveway Patrol posts. The successful candidates will work 30 minutes each morning and for 15 minutes at the end of the school day to provide an important and invaluable safety service on the school site to help keep children safe. Applicants must be reliable, punctual and able to work unsupervised.

The working pattern is 8.30am - 9.00am, Monday to Friday and 3.25pm - 3.40pm, Monday to Friday.

Please do not hesitate to contact the school for further information.

Hasland Junior School is a larger than average junior school on the outskirts of Chesterfield. There are currently 380 children in 12 single aged classes, 3 per year group. The school was recently inspected and was seen as a 'good' school with many outstanding features. This post will start as soon as possible. Visits to the school are welcome and encouraged.

Closing Date 24 February 2019**Specialist Teaching and Learning Assistant****JOB/19/00395****Grade 8 £13,348.68 - £14,426.40 per annum • 26 hours per week, 39 weeks per year • Poolsbrook Primary Academy, Chesterfield**

Part Time • Fixed Term • for 2 years plus 1 term, starting April 2019 until July 2021

The Governing Body is seeking to appoint a specialist teaching and learning assistant to help support a child in school who has an EHCP. We are looking for an individual with experience and creativity to join our dedicated and hardworking team.

We are a semi-rural school situated in an old pit village on the edge of Chesterfield and pride ourselves on being a very caring school with an inclusive and supportive atmosphere. Visits to the school are warmly welcomed.

If you require any further information please contact Mrs Louise Parker or Mrs Joanne Mappin 01246 472540 or by email headteacher@poolsbrook.derbyshire.sch.uk

Closing Date 3 March 2019**Technician****JOB/19/00396****Grade 5 £17,189 - £17,780 per annum, pro rata • 20 hours per week on a permanent basis plus up to 15 hours and 45 minutes per week on a temporary basis, 40 weeks per year • Lady Manners School, Bakewell**

Part Time • Permanent

You will provide support to the Technology and Art curriculum areas ensuring availability of equipment and resources and supporting teaching staff and students in the classroom.

You should have experience in a practical/technical area and an ability to organise your workload effectively to meet deadlines. Knowledge of the Design Technology and Art curriculum would be advantageous.

Actual salary is £14,588 to £15,090 per annum based on 35 hours and 45 minutes per week.

Closing Date 25 February 2019

Site Supervisor**JOB/19/00398****Grade 5 £17,189 - £17,780 per annum plus enhancement of time and a third for unsocial hours worked after 7.00pm or before 7.00am • 37 hours per week • Lady Manners School, Bakewell**

Full Time • Permanent

The role involves a variety of duties including unlocking and securing the site, performing maintenance tasks, and grounds maintenance. You will be well supported and training is available.

You should have experience of working in a similar role and have knowledge of building and grounds maintenance techniques and health and safety.

Rotating shift pattern:

Week 1: 6.00am - 2.00pm Monday to Thursday and 6.00am - 1.30pm Friday

Week 2: 8.00am - 4.00pm Monday to Thursday and 8.00am - 3.30pm Friday

Week 3: 1.00pm - 9.00pm Monday to Thursday and 1.30pm - 9.00pm Friday

This post is 37 hours per week, including weekend work to service lettings of the school premises. Hours for weekend work are variable to meet letting requirements.

Closing Date 25 February 2019**Midday Supervisor****JOB/19/00399****Grade 3 £2,335.32 - £2,361.24 per annum • 6 hours and 15 minutes per week, 38 weeks per year • Corfield CE Infant School, Heanor**

Part Time • Permanent

We are seeking to appoint a Midday Supervisor. You will work as part of a team of Midday Supervisors, under the direction of the Senior Midday Supervisor, in supporting pupils during the mid-day break. You will be responsible for pupils' safety and well-being, supervising them in the dining room, classrooms and on the playgrounds. You will serve the mid-day meal and assist pupils with eating, following individual eating and drinking programmes as appropriate. You will also support pupils' personal care needs, including toileting and changing. The hours of work will be Monday to Friday 11.50am - 1.05pm. You will be well supported in your work and you will be encouraged to develop professionally.

Corfield is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Provisional Interview Date: 1 March 2019

Closing Date 24 February 2019

Teaching and Learning Assistant**JOB/19/00403****Grade 7 £8,017.56 - £8,743.44 per annum • 17 hours and 30 minutes per week, 39 weeks per year • St Giles Church of England Primary School, Matlock (Part of Derby Diocesan Academy Trust)**

Part Time • Fixed Term • - Covering for maternity leave commencing 29 April 2019

The Governors wish to appoint a highly motivated and skilled individual who is able to support children who are eager to learn and behave well. The postholder will work in close partnership with our infant team in our hardworking and friendly school.

We are looking for a committed person who has an excellent understanding of how children learn and develop; can use their own initiative and can work as part of a team. We need applicants who have high expectations and can help and support the children to make better than expected progress. The hours of work are Monday to Friday 8.30am – 12.00noon.

If you think you hold the above skills, we welcome your application. For further details or to visit the school please contact the school office on 01629 56813. Please do not apply through Derbyshire County Council.

Please complete the attached DDAT Support Staff Application form and return directly to the school by the closing date.

Provisional Interview Date: 4 March 2019

Closing Date 24 February 2019

Pastoral Leader**JOB/19/00408****Band G (Scale points 26-29), £21,846 - £24,230 per annum • 37 hours per week, 41 weeks per year •****Shirebrook Academy**

Full Time • Permanent

The Governors are seeking to appoint a Pastoral Leader to work collaboratively with and in support of Heads of Year, Senior Leaders and the Student Welfare Team to provide comprehensive care, support and guidance for students to ensure they meet the school's high expectations of attitudes to learning, behaviour and attainment. In May 2017 Shirebrook Academy joined ACET (Aston Community Education Trust) which further strengthens our capacity to improve opportunities for all our students and staff.

If you feel you could contribute to our 'drive to improve' we would love to hear from you. This Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We are also an equal opportunities Employer and we are committed to CPD for all of our staff. Visits to the Academy are always welcome.

Please apply using the Academy Application Form attached to this advert. Application forms are also available from the Academy website www.shirebrookacademy.org or by e-mail from bnorman@shirebrookacademy.org

Please note we do not accept CV's - applicants must complete the Academy Application Form.

Please reply to: Belinda Norman, Principal's PA, Shirebrook Academy, Common Lane, Shirebrook, Mansfield, Notts NG20 8QF. Telephone: 01623 742722. Applications should be submitted by 3.30pm on the closing date.

Closing Date 22 February 2019

Science Technician

JOB/19/00417

NJC Point 12 to 13 (£17,173 to £17,391 per annum pro rata) Actual starting salary £15,200 per annum • 37 hours per week, 41 weeks per year • The Ecclesbourne School, Duffield Full Time • Permanent

The Ecclesbourne School is delighted to offer a fantastic opportunity to join our Science Faculty as a Science Technician. You will be passionate about the power of education to improve the life chances of young people and be a committed team player.

Our ideal candidate will:

- Have good organizational skills, patience, flexibility, creativity and an ability to build relationships with young people
- Previous experience of working in a science laboratory
- An awareness of the importance of health and safety

You will have the opportunity to:

- Become part of a team of like-minded individuals
- Work with colleagues who are friendly, welcoming and committed to ensuring every student receives a first rate teaching and learning experience
- Receive full support for training and professional development

You will work for 37 hours per week for 41 weeks per year, which includes term-time plus 5 whole school closure days and 5 days to be worked during school closure. Working hours will be Monday to Friday for 7.5 hours on four days and 7 on the remaining day, with 30 minutes for lunch. Core hours to be worked between 8.30am and 4.30pm to suit the needs of the successful candidate and the school. Continuity of service recognised for local government employees.

We are a non-selective school and committed to maintaining an all-inclusive community for all students. Children of members of staff, with a minimum of two years' service at the school at the time of application, are included in our admissions criteria.

The school motto of 'Integrity, tenacity and service' is at the core of school life. To learn more about our school please visit the school website at www.ecclesbourne.derbyshire.sch.uk. If you share our ethos we look forward to hearing from you.

To apply please return a completed Ecclesbourne School application form and letter (no more than two A4 typed sides) which outlines how your previous experience has prepared you for this position and what particular skills you will bring to it. Should you wish to visit our school, prior to your application, you will be most warmly welcomed. For further information, to arrange a visit, or help with the application process please contact: Lisa Brannan, Learning Services Manager. Email LBrannan@ecclesbourne.derbyshire.sch.uk Telephone 01332 843251.

Please complete and return your application by 9.00am on Friday 1 March 2019.

Please note that we do not accept applications by CV. Please send applications to LBrannan@ecclesbourne.derbyshire.sch.uk

Closing Date 1 March 2019

Teaching - Deputy & Leadership

Deputy Headteacher

JOB/19/00378

L7-L11 • 1.00FTE • Holmgate Primary School, Clay Cross

Full Time • Permanent

Holmgate Primary School is a warm, friendly and supportive school with excellently behaved children who work hard to make the most of their potential. Following the promotion of the existing post-holder, the school is looking to appoint an enthusiastic, conscientious and highly skilled Deputy Headteacher, who is committed to ensuring that the school improves still further. This post will commence in September 2019.

We are looking for someone with:

- A clear vision and strong commitment to providing the best education for all our pupils.
- Outstanding teaching abilities, who is able to share exemplary practice with others.
- A passion to deliver a broad, balanced and exciting curriculum where children can develop their talents to the maximum.
- Ability to inspire, motivate and challenge adults and children to ensure they meet their full potential.
- The ability to drive school improvement.
- A desire to continue their career further in school leadership.

We can offer you:-

- A chance to join our hardworking, supportive and friendly team.
- An opportunity to work in a warm and supportive environment with our wonderful pupils.
- A range of CPD opportunities.
- The opportunity to help us shape the future direction of our school and have a huge impact on the lives of our pupils.

If you would like to join our school we look forward to reading your application. Visits are warmly welcomed and can be arranged by telephoning the School Office on telephone 01246 862270.

Closing Date 10 March 2019

Leadership L8-L12 • 1.00FTE • Burbage Primary School, Buxton

Full Time • Permanent • - to start September 2019

The Governors of this popular school in the High Peak town of Buxton wish to appoint an inspirational and engaging Deputy Headteacher to work in partnership with the Head teacher, the leadership team, staff and governors. You will have strong interpersonal skills, high expectations and the knowledge and experience to lead sustained improvement throughout our school. This is an exciting opportunity to join our team and play a key role in our future.

Burbage Primary School offers you:

- a popular school in the heart of a supportive community on the edge of the Peak District National Park;
- happy, caring children who are eager to learn;
- an enthusiastic and dedicated team, determined to enable every child to succeed and to be happy;
- supportive parents and a committed Governing body;

The children, staff and Governors are looking for someone who:

- is an excellent class teacher who can model outstanding practice;
- has school leadership experience and is able to demonstrate their impact on whole school improvement;
- has experience of developing others;
- can positively engage with children, staff, parents and the wider community;
- is committed to collaboration with colleagues;
- has the required interpersonal skills to work effectively in a team.

The children and staff warmly welcome you to visit our school prior to application. Please contact the School Business Officer, Joanna Lomas, on 01298 22278 or via email at enquiries@burbage.derbyshire.sch.uk to arrange a visit.

Closing Date 10 March 2019

Teaching - Primary

Key Stage 2 Teacher

JOB/19/00380

MPS/UPS • 1.00FTE • Spire Junior School, Chesterfield

Full Time • Fixed Term • - Due to pupil numbers until the end of August 2019

The governors of Spire Junior School wish to appoint a talented, dynamic and creative teacher to teach a Year 5 class following the Easter 2019 break. The successful candidate will join an experienced, happy and supportive team who are committed to ensuring that our children reach their full potential. We would like a teacher who can:

- Deliver consistently high quality learning opportunities for all children regardless of needs, background or starting points.
- Inspire our learners.
- Work as part of a team.

In return we can offer:

- A happy working environment
- A supportive school where everyone is valued and cared for.
- Opportunities to develop professionally.
- A school dedicated to caring for staff well-being.
-

“Members of staff are extremely supportive of each other and are very committed to doing the very best they can for the pupils at the school.” Ofsted 2017 (Rated ‘Good’). Visit to the school are welcome and should be arranged by phoning 01246 234546 to make an appointment with the school business manager Mrs Jane Melbourne.

www.spirejunior.co.uk <https://www.facebook.com/spirejuniors/>

Provisional Interview Date: 14 February 2019

Closing Date 10 February 2019

Year 1 Teacher

JOB/19/00344

MPS • 0.6FTE • St Giles CE Primary School, part of Derby Diocesan Academy Trust, Killamarsh

Part Time • Fixed Term • - Covering for maternity leave

The Governing Board of St Giles Primary School are looking to appoint a highly motivated and committed teacher to join our friendly, hardworking and enthusiastic team as soon as possible. The post is for 3 days per week (Monday to Wednesday) from 25 March, in Year 1.

St Giles is part of the Derby Diocesan Academy Trust (DDAT), having converted in September 2017.

Our school is a friendly welcoming place where everyone works hard to ensure the best outcomes for the children. The person appointed will have high expectations of learners and be an excellent classroom practitioner with the ability to work as a team member. They will be able to demonstrate secure knowledge and understanding of the curriculum and assessment for learning.

We want someone with a positive, out-going and caring approach, who is creative and firmly focused on maximising the progress of pupils. A commitment to a personalised approach to learning and the ability to create a vibrant and exciting learning environment is essential. The successful applicant will be supportive of our Christian ethos.

For further information please see overleaf)

For any further information, and the opportunity to visit the school, please contact the school office on 0114 2482825.

DDAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and Disclosure Barring Service checks. DDAT welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Please only complete the DDAT Support Staff application form and DDAT Reference/monitoring forms attached with this advert. Unfortunately, other application forms or CVs will not be accepted. Send these, along with a covering letter to mloader@stgilesprimary.org.uk before the closing date.

Provisional Interview Date: 5 March 2019

Closing Date 24 February 2019

Teaching - Secondary

Teacher of English

JOB/19/00404

MPS/UPS • 1.00FTE • Highfields School, Matlock

Full Time • Permanent

We have an exciting opportunity for a passionate, resourceful and academically qualified full time teacher of English to join our experienced and welcoming team in September 2019. We welcome applications from all teachers who are confident in their ability to engage with, inspire and motivate students to achieve their best. Highfields is a vibrant and popular school with approximately 1200 students, including 200 in our sixth form. Our students are friendly and highly motivate. We were judged as a good school by Ofsted in May 2017 and are committed to continuous improvement in all aspects of our work.

Closing Date 3 March 2019

Teaching - Special

Teacher of Visual Impairment

JOB/19/00364

MPS1 UP2S +SEN • 0.6FTE • SEN Support Services, Alfreton

Part Time • Permanent • Childrens Services

Required from Easter 2019, or as soon as possible after, a suitably qualified and/or experienced Teacher of Visual Impairment. The successful candidate will join an experienced team of peripatetic teachers who work with children, schools and families supporting the inclusion of Visually Impaired children in schools. Work involves providing classroom management advice, training, providing reports for statutory assessment and liaison with relevant health professionals. Each member of the team is responsible for a patch of the county. The successful applicant will demonstrate a commitment to safeguarding and child protection. Unqualified candidates will be expected to complete the mandatory teacher postgraduate qualification in Visual Impairment if appointed

Closing Date 24 February 2019

Partner Organisations

Bolsover District Council

Cycling and Walking Co-ordinator

JOB/19/00338

£20,912 - £23,050 per annum, pro rata • 30 hours per week • The Arc, Clowne

Part Time • Fixed Term • - Due to funding for 12 months from start date

An exciting opportunity has arisen for a self-motivated individual to co-ordinate the delivery of Bolsover District Council's established Walking for Health scheme and to develop and deliver a new programme of cycling activities in a number of communities across the district.

The post holder will develop, promote and co-ordinate a range of initiatives and opportunities to increase participation in walking and cycling in Bolsover district through:

- Identifying target communities within Bolsover district
- Promoting walking and cycling across the district
- Supporting existing 'Walking for Health' walks and developing and supporting new walks
- Playing an active role in the development of the new county wide walking programme 'Walk Derbyshire'
- Developing, promoting and delivering a programme of 'Cycling for Health' courses and other cycling opportunities across Bolsover district
- Utilising, promoting and encouraging the use of multi-user trails, quiet roads and the access network across the district
- Supporting the development of 'Community Cycle Clubs'
- Identifying and mapping the best walks and rides across the district
- Developing projects and seeking funding that will add value to cycling and walking throughout the district

The post-holder will be based at The Arc in Clowne as part of the Leisure Services team and will play a key role in promoting physical activity across the district.

The post will initially be for a period of 12 months, with the potential for an additional 12 months, subject to funding.

For an informal discussion please contact Matthew Connley, Special Projects Officer, (01246) 242359, matthew.connley@bolsover.gov.uk If you are interested in this post please go to the Jobs page on the BDC website.

Our preferred method of application is online and CV's will not be accepted. Alternatively, if you do not have access to the internet, you can telephone the BDC Contact Centre on 01246 242424 or email humanresources.bdc@ne-ddc.gov.uk

Please return completed application form to HR & OD Shared Service, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, Derbyshire, S42 6NG by the advertised closing date.

We are striving for diversity and welcome applications from all sections of the community.

Provisional Interview Date: 13 February 2019

Closing Date 13 February 2019

Cleaner**JOB/19/00379****Living Wage £8.75 per hour • 5 hours per week • Shirebrook Contact Centre**

Part Time • Permanent

The above vacancy now exists within the Property and Estates Department, based at the Shirebrook Contact Centre. The successful candidate will provide an efficient cleaning service throughout the Office accommodation ensuring that it is kept in a clean and hygienic condition.

The successful applicant will, therefore, possess:

- A basic standard of education in order to complete timesheets, read memos, corporate policies, notices and instructions on bottles or equipment.
- Demonstrable knowledge of cleaning techniques, use of standard cleaning appliances and equipment and use of hazardous cleaning substances.
- Competency in cleaning, washing, sweeping, vacuum cleaning, emptying waste bins, polishing, dusting etc.
- The ability to demonstrate strong customer focus and a commitment to service improvements.
- The ability to work both within a team environment and on own initiative to competing deadlines displaying tact, discretion and confidentiality at all times.
- Home telephone/quick contact point if required to cover at short notice.
- The availability to cover holidays and sickness for colleagues at other locations if required to do so from time to time.

For an informal discussion please contact Matthew Cooper, Corporate Property Manager, (01246) 242227, matthew.cooper@bolsover.gov.uk If you are interested in this post please go to the Jobs page on the NEDDC website.

Closing Date 13 February 2019**Global Make Some Noise Co-ordinator****JOB/19/00340****Umbrella scale 22 - 27, £10.53 - £12.35 per hour • 20 hours per week • Birdcage Walk, Mackworth**

Part Time • Fixed Term • - Due to funding Initially for 1 year from 1 April 2019

We are looking for someone who is self-motivated, an excellent communicator and team player. Candidates will have the ability to deal with sensitive information and deal with emotive issues in a calm, compassionate and respectful manner. We are particularly interested in candidates that have previous experience working with children/young people with disabilities with a relevant education to level 3. Candidates must also have project leadership experience and have knowledge of voluntary and statutory organisations in Derby and Southern Derbyshire.

This is a wonderful opportunity for someone to join our team at Umbrella and help make a difference to the lives of children with disabilities and their families.

*Although funding is only secured for 12 months at time of writing, as is common in charities, we hope to secure further funding and for the role to become permanent due to popular demand and evidence of positive impact.

For full job description and application pack visit our website www.umbrella.uk.net/vacancies or email

kristinc.@umbrella.uk.net**Closing Date** 18 February 2019 at 9.00am

See below • Various • Chesterfield

Part Time and Full Time hours available • Permanent

British Sign Language Tutor x 1 - Chesterfield - Dependant on experience

To work a flexible hour's system, this could include evenings and weekends dependent upon contract. (Evening and weekend work will be arranged in advance to give maximum notice to staff.)

- Experience of teaching BSL and an awareness of good practice
- PTLLS would be of great advantage to any applicant

Business Engagement Officer x4 - Chesterfield - £16,640 - £18,200 - Full Time

- The development of relationships with learners for various training courses
- Meeting targets of recruitment of new learners and employers
- Develop and lead presentations to learners and employers

Business Development Manager x2 - Chesterfield - £18,720 - £28,600 - Full Time

- Plan tendering projects and deliver successful bids and have a proven, quantifiable record of successful tender bidding
- Preparation of reports, research documents, grant and tender applications, contracts and collating of relevant reporting data and statistics

iCare Monitoring Officer x2 - Work From Home (will be required to come into office for supervisions) - £16,640 - £17,680 pro rata - 20 hours per week

- To communicate any issues to the on-call manager, following the rota schedule
- To communicate effectively with Support workers that are not using their exceptions correctly
- To use the electronic care monitoring system (iCare) as per the contract requirements

Marketing Officer x1 - Chesterfield - £17,680 - £20,280 - Full Time

- Developing existing company branding on current and new media
- Design, updating and maintenance of the company website
- Keeping accurate records and preparing reports as required by the managing director
-

Operations Manager x1 - Chesterfield - £26,000 - £44,000 - Full Time

- Must have at least 4-5 years healthcare experience
- Responsible for the delivery of the annual business plan and the three-year operating plan so that Operations generates positive cash flow available to be reinvested in the provision of high-quality services to our customers
- Effective management and development of the operations team

How to apply

For full Job Description and to apply online please go to www.onetoonessupportservices.co.uk/jobs alternatively telephone 01246 200018 or email info@onetoonessupportservices.co.uk

Closing Date 29 March 2019

SCP 33 - 45 (£35,934 - £47,896 FTE) dependant on experience • 25 hours per week • St Johns Chapel, Belper

Part Time • Permanent

Belper Town Council serves Belper and the neighbouring villages of Milford, Makeney, Farnah Green and Blackbrook.

There are 16 Councillors representing 22,000 people. The Council's precept for 2018/19 is £284,271. The Council meets monthly on the second Tuesday of each month.

It has the following Ordinary Committees – Leisure, Facilities, Staff Finance and Governance, Neighbourhood Plan and Herbert Strutt Charity Committees.

The Council is responsible for the Herbert Strutt Charity, some street furniture, some public open spaces including the Memorial Gardens, the Market Place and monthly market, the Coppice and Gibfield Lane Car Parks, the provision of grit bins, the Town's flowers beds and floral displays and Christmas Lights.

The Council also organises various events throughout the year including two Food Festivals, Christmas Light Switch On, Remembrance Parade and Larks in the Park and is an active supporter of tourism in the Town and other events in the Town.

The Council employs 7 staff and has resolved to recruit an apprentice which it proposes to share with a Neighbouring Parish Council. The Council is based at the St Johns Chapel, The Butts, Belper.

The Council is looking for a dynamic individual with a strong academic record and have either achieved the Certificate in Local Council Administration or be prepared to work toward achieving it within an agreed timescale. The Council employs a RFO – so the post will not include any financial responsibilities.

Applicants should demonstrate competent IT skills, have strong interpersonal and communication skills and the ability to work unsupervised and meet deadlines.

The post is advertised at 25 hours per week including attendance at evening meetings (On average 3 out of 4 Tuesdays per month). These hours will be reviewed by the Council on appointment with the possibility of an increase to 28 hours or more. The post is based at the Council's Office (St Johns Chapel, The Butts, Belper). The salary is pro rata NALC/SLCC Scale LC3 new SCP 33 - 45 (£35,934 - £47,896 FTE) dependant on experience. Application packs can be downloaded from the Council's website – www.belpertowncouncil.gov.uk or by emailing clerk@belpertowncouncil.gov.uk

Interviews to be held on 7 and 8 March 2019, with a view to the post being appointed to at the Full Council meeting on 12 March 2019.

Closing Date 22 February 2019

South Derbyshire District Council

Business Compliance Support Officer

JOB/19/00350

£21,074 - £23,111 per annum • 37 hours per week • Civic Offices, Swadlincote

Full Time • Permanent

We're looking for someone to provide technical, administrative and IT support to our environmental health team who regulate food hygiene, infectious disease control, environmental pollution and housing conditions across businesses and communities in South Derbyshire.

You'll provide support for our technical specialists as well as leading on a small case load of your own inspections and investigations. You will also be expected to provide a lead on maintaining and improving our IT database so that we can maximise our efficiency along with providing occasional administrative support for the team. We work to make the lives more than 100,000 people of South Derbyshire better and to support the prosperity of our business community by helping them comply with the law. We visit more than 500 businesses a year and deal with over 2,000 requests for help from the public.

The work is diverse and interesting. No day will be the same. You must have at least 3 GCSEs (including Maths & English), ideally with a further qualification in food hygiene or environmental science, as well as having good IT skills. Most importantly you must be an excellent communicator, you must have a clear customer focus and you must be capable of adapting quickly to changes in demand and priority.

The position will suit anyone with a strong desire to start a career in environmental and public health.

The position is based in our offices in Swadlincote. We offer a salary of up to £23,111 based on experience, with a generous pension package and further training opportunities Provisional Interview Date: 14 March 2019.

Closing Date 25 February 2019