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Issue Dated: 6 September 2019

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Call Derbyshire on 01629 533190 quoting the job reference number.

Administration/Clerical

Business Services Assistant

JOB/19/01479

Grade 5 £18,426 - £18,794 per annum • 37 hours per week • Chatsworth Hall, Matlock

Full Time • Fixed Term - Pending restructure for 12 months from start date • Childrens Services

Applicants must have excellent minute taking skills and must be competent in oral and written communication, be highly motivated, well organised and have the ability to work, at times, solely on their own initiative whilst observing confidentiality at all times. The main range of duties includes minute taking, conference booking, diary management and specific tasks associated with this role.

Child Protection Conferences are held throughout the authority therefore the post holder will be required to travel to various venues within Derbyshire.

Closing Date 22 September 2019

Personal Assistant (Members Secretary)

JOB/19/02479

Grade 8 £22,628 - £24,455 per annum • 37 hours per week • County Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

We are looking for a highly motivated, efficient, experienced and competent individual to provide secretarial and administrative support to the Elected Members of the Council.

The post holder will need excellent communication and interpersonal skills so that they are able to communicate effectively with a range of people including professionals, external agencies, the public and staff at all levels within Derbyshire County Council.

For further information, please contact Michelle Archer, Business Manager, Member and Management Support, Legal and Democratic Services on 01629 536002.

Provisional Interview Date: Week commencing 30 September 2019

Closing Date 22 September 2019

Grade 7 £20,190 - £22,019 per annum • 37 hours per week • Various
Full Time • Permanent • Childrens Services

Join our children's social work team in Derbyshire. We're investing in our childrens social worker service and expanding our teams across Derbyshire.

We've recently re-modeled our children's social work services to create smaller teams with reduced caseloads supported by practice supervisors.

We have excellent partnership working arrangements that help our social workers deliver good outcomes for children and their families.

We have a number of Team Co-ordinator positions available within our children's social work service including in our child protection, children in care and disability teams. The post is very much the heart of the team. Vacancies are currently within the following areas:

Children Services, Clown Social Care Team, The Arc, Clowne - 01629 537179 - 1 x 37 hour, position on a Fixed term basis.

Children Services, Children and Families Teams, Rink House, Swadlincote - 01629 531243 - 2 x 37 hour positions on a Permanent basis.

Childrens Disability Services, The Polygon Centre, Alfreton - 01629 531619 - 1 x 37 hour position on a Permanent basis.

Childrens Services, Mercian Close, Ilkeston - 01629 531634 - 1 x 18.5 hours position on a Permanent basis.

The aim is for the Team Co-ordinator to work as an integral part of a small team alongside social workers, community care workers, and practice supervisors. The Team Co-ordinator will play a central role in the team; this will require excellent planning and organisational skills whilst remaining flexible and supportive to others.

The Co-ordinator will be responsible for all the business services functions within the team including the co-ordination of a range of activities to ensure own and teams performance, objectives, targets and timescales are met. This post will play a vital role in maintaining key communications with partners. Experience of working in a busy environment and working on your own initiative would be an advantage.

We would be looking for candidates to start in post during August 2019.

PLEASE INDICATE YOUR FIRST PREFERENCE OF LOCALITY ON THE PREFERENCE SHEET.
If you require any further information, points of contact for each area are indicated above.

You can find out more about working for us at www.derbyshire.gov/socialworkjobs

Provisional Interview date: Week commencing 7th October, 2019

Closing Date 22 September 2019

Architects/Engineers/Surveyors/Technical

Senior Technician (Maintenance Design)

JOB/19/02698

Grade 10 £27,914 - £30,980 per annum • 37 hours per week • Darley Dale Depot
Full Time • Permanent • Economy, Transport and Environment

As part of the ongoing Highways Review we are looking to recruit a Senior Technician to be part of the maintenance design team. The work involves preparing designs and documents for the maintenance schemes in the highways capital programme as well as supervision of technicians and apprentices.

For further information please contact Richard Dawson on 01629 535490.

Closing Date 22 September 2019

Care/Social Work

Social Worker

JOB/19/02613

Grade 9 £12,531.96 - £17,593.56 per annum • 18 hours and 30 minutes per week • Erewash Hub, Mercian Close, Ilkeston
Part Time • Permanent • Childrens Services

Derbyshire Youth Offending Service has received good inspection outcomes and has a strong record of effective practice with young people. A part time social worker vacancy has arisen in the South Derbyshire team where the successful candidate will be responsible for delivering quality services to young people and their families in a supportive multi agency environment. A knowledge of evidence based practice and relevant legislation is essential together with good recording skills. An ability to take responsibility for planning and managing a caseload as necessary is required. Applicants must hold a Social Work qualification and be registered with HCPC. For an informal discussion please contact Sean Cashin on 01629 531995.

Closing Date 22 September 2019

Residential Childrens Worker

JOB/19/02647

Grade 9 £6,774.84 - £7,268.40 per annum • 10 hours per week • Peak Lodge, Chinley
Part Time • Fixed Term - Covering for maternity leave • Childrens Services

Peak Lodge is a purposed built establishment in the grounds of Peak school, Chinley. Peak Lodge consists of 2 homes. First there is The Willows which is short break shared care and children in residential care. There is also Hill View which is children in residential care. 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.

Closing Date 22 September 2019

Care Worker (Community)**JOB/19/02833****Grade 5 £7,967.40 - £8,126.52 per annum • 16 hours per week • Thomas Fields Community Care Centre, Buxton**

Part Time • Permanent • Adult Social Care and Health

Could you make a difference to the life of an older or disabled person?

To join our valued care teams helping Derbyshire residents lead independent, dignified lives for the people living in the new Extra Care Housing, Thomas Fields in Buxton.

As a Care Worker (Community) you'll be ensuring people stay healthy, happy and well in their own homes by helping them with a variety of everyday tasks including assisting with medication.

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

If you're looking for a rewarding job working three shifts, 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, we'd like to hear from you. You'll need to travel around the area to take up this role.

Provisional Interview Date: 3 October 2019

Closing Date 22 September 2019

Care Worker**JOB/19/02848****Grade 5 £10,871.40 - £11,088.48 per annum • 21 hours and 50 minutes per week • Rowthorne Home for Older People, Alfreton**

Part Time • Permanent • Adult Social Care and Health

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 22 September 2019

Care Worker (Community) (3 Posts)**JOB/19/02863**

Grade 5 - 1 Post £10,956.12 - £11,174.88 per annum, 2 Posts £7,469.88- £7,619.04 per annum • 1 Post - 22 hours per week and 2 Posts - 15 hours per week • Ecclesfold Resource Centre, Chapel-en-le-Frith Part Time • Permanent • Adult Social Care and Health

Could you make a difference to the life of an older or disabled person? We're looking for people to join our valued care teams helping Derbyshire residents lead independent, dignified lives. Vacancies are available based in and around various areas including: Whaley Bridge, New Mills, Chapel-en-le-Frith, Buxton, Castleton and Hope Valley.

As a Care Worker (Community) you'll be ensuring people stay healthy, happy and well in their own homes by helping them with a variety of everyday tasks including assisting with medication.

You don't need previous experience as we'll give you all the training and support you need to do the job. If you're looking for a rewarding job that offers flexible working hours, 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, we'd like to hear from you. The ability to travel is essential to this post.

Provisional Interview Date 4 October 2019

Closing Date 22 September 2019

Enablement Worker**JOB/19/02876**

Grade 5 £6,972.36 - £7,111.68 per annum • 14 hours per week • Glossop Mental Health Project Part Time • Permanent • Adult Social Care and Health

We are looking to recruit an Enablement Worker in our Direct Care Mental Health Service within Adult Care. The successful candidate will be required to provide short-term support for up to six weeks to people with a range of mental health needs. This will involve assisting clients to develop confidence in daily living tasks such as shopping, travelling, cooking, cleaning and managing their finances.

Enablement workers offer a person-centred service which will vary according to the needs of the people accessing it. The service aims to promote independence and to reduce social isolation and in order to achieve these objectives the workers appointed will support clients to join education or training classes, to find suitable paid or voluntary employment and to join community-based social and recreational groups.

Whilst the main focus of the Enablement Team is on short-term work, we also provide services to a number of people with more complex mental health needs who require on-going longer-term support. As a member of the team you may be asked to work with this group of clients, but the principal objective of this work remains that of assisting recovery and promoting independence.

Training in the aims, objectives and methods of mental health enablement work will be offered to the successful candidate. You will receive on-going guidance and support from your line-manager which will include regular monthly supervision. As part of a committed and mutually supportive team, you will work closely alongside colleagues and will attend regular team meetings.

Closing Date 22 September 2019

Care Worker (3 Posts)**JOB/19/02879**

Grade 5 £18,426 - £18,794 per annum, pro rata • Various • East Clune Home for Older People, Clowne
Part Time • Permanent • Adult Social Care and Health

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 (pro-rata), and extra pay for unsocial hours.

Post 1 - 17 hours per week £8,466.72 - £8,635.80 per annum

Post 2 - 14 hours per week £6,972.36 - £7,111.68 per annum

Post 3 - 28 hours per week £13,944.84 - £14,223.36 per annum

Closing Date 22 September 2019

Social Worker**JOB/19/02897**

Grade 9 - 11 £25,064 - £35,187 per annum • 37 hours per week • Mercian Close, Ilkeston
Full Time • Permanent • Adult Social Care and Health

Prevention & Personalisation for Erewash (North) fieldwork team is seeking to recruit a suitably qualified and experienced Social Worker to join our very busy team.

The successful candidate will be experienced in adult social work and able to demonstrate that they can work in a person centred way in accordance with current legislation and policies. Core tasks will include assessment, support planning and creative signposting.

You will complete assessments under the Care Act to identify care needs and help devise person centred support plans. You will provide social work support and advice to clients and carers and apply the universal offer, and whenever possible draw on community resources. Fundamental to this post is the ability to assess and manage risk and work effectively under the Safeguarding Vulnerable Adults policy and procedures. You will contribute regularly to the team duty rota.

Closing Date 22 September 2019

Caretaking/Cleaning/Security

Cleaner

JOB/19/02759

Grade 3 £4,405.44 per annum • 10 hours and 45 minutes per week, 39 weeks per year • Mundy CE Voluntary Controlled Junior School, Heanor

Part Time • Permanent • Commissioning, Communities and Policy

We are looking to appoint a highly motivated and enthusiastic individual to join our cleaning team to carry out a variety of cleaning duties which include cleaning of classrooms, toilets and offices. We take pride in our buildings and the successful applicant will need to provide a first class cleaning service.

Provisional Interview Date: 28 September 2019

Closing Date 22 September 2019

Caretaker

JOB/19/02775

Grade 4 £6,347.64 per annum • 13 hours per week • Turnditch CE (Aided) Primary School, Belper

Part Time • Permanent • Commissioning, Communities and Policy

The role will require you to provide an efficient and effective caretaking and cleaning service for the site; ensuring that the security and general appearance of the site are maintained according to the required standards. Working hours will be 7.00am - 9.36am Monday to Friday.

Closing Date 22 September 2019

Catering

Catering Assistant

JOB/19/01041

Grade 2 £3,425.76 per annum • 8 hours and 45 minutes per week, 38 weeks per year • Bamford Primary School, Hope Valley

Part Time • Permanent • Childrens Services

Assisting with the preparation and serving of lunches, Furniture duties will be expected. 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.

Closing Date 15 September 2019

Catering Supervisor**JOB/19/02828**

Grade 5 £9.55 - £9.74 per hour • As and when required • The Leys, Home for Older People, Ashbourne
No Guaranteed Hours • Relief • Adult Social Care and Health

Working as part of the catering team to include general kitchen duties, food preparation and service and bookwork for a number of meals per day. The post holder will have the responsibility for managing all aspects of this busy kitchen.

You will need to demonstrate good 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 food cost control, as well as giving priority to presentation and being customer focused.

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

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

Closing Date 22 September 2019

Catering Assistant**JOB/19/02842**

Grade 2 £4,340.76 per annum • 9 hours and 15 minutes per week • English Martyrs Catholic Primary School, Long Eaton

Part Time • Fixed Term - Due to finite funding • Childrens Services

We are looking for a motivated individual to join our team of staff at English Martyrs Catholic School, Long Eaton serving approx. 300 meals a day.

Food hygiene awareness and a good standard of customer service is essential. As part of your duties you will be required to put up and dismantle the dining tables and chairs daily and clean the dining hall.

Experience of working with children would be an advantage. Flexibility is required as you may be required to go to other units in the area.

Provisional Interview Date 8 October 2019.

Closing Date 22 September 2019

Catering Assistant**JOB/19/02861**

Grade 2 £5,625.96 per annum • 14 hours per week, 39 weeks per year • Willington Primary School

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 number of pupils. This post also includes furniture duties.

Closing Date 22 September 2019

Catering Assistant**JOB/19/02888**

Grade 2 £4,893.00 per annum • 12 hours and 30 minutes per week, 38 weeks per year • St Thomas More Catholic Science College, Buxton

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.

Closing Date 22 September 2019

Catering Assistant**JOB/19/02889****Grade 2 £8,808.36 per annum • 22 hours and 30 minutes per week, 38 weeks per year • Highfields School, Matlock**

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.

Closing Date 22 September 2019

Finance

Auditor**JOB/19/02816****Grade 8 £22,628 - £24,455 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

The Council is looking to recruit an Auditor to join our Audit Services Unit which is a well-respected and independent, in-house provider of the full range of internal audit services to the Council and its Executive Directors and Directors.

This is a new post and the role will give you the opportunity to understand the wide variety of services offered to Derbyshire residents and make recommendations to improve their delivery. We offer you an exciting opportunity to join a busy team and gain valuable experience which will develop your career within a dynamic and rapidly changing environment covering all aspects of the Council's services.

As an Auditor you will undertake audit work throughout the County, as part of a team, preparing reports and liaising with Management at all levels. You will be involved in a wide range of reviews including:-

- financial and operational systems;
- project work aligned to the Council's significant risks;
- establishment audits;
- investigations.

Applicants should hold a relevant qualification and be able to demonstrate experience of working in an Internal Audit, regulatory or compliance environment within a complex organisation. You should be accurate, numerate, possess good IT and communications skills, and have the ability to work within a team delivering a range of audit work to a high standard, within assigned budgets across the full spectrum of services.

Derbyshire is a great place to live and work and we recognise that our workforce are our greatest asset. We offer an excellent range of benefits to our employees:-

- Competitive salary;
- Travel expenses associated with completing the duties of your post;
- Local Government Pension Scheme;
- Flexible working between the hours of 7am and 7pm;
- Continued professional development;
- Generous leave scheme.

If you wish to discuss the requirements of the post please call Carl Hardman Assistant Director of Finance (Audit) on (01629) 538708.

Provisional Interview Date: Week commencing 8 October 2019.

Closing Date 22 September 2019

Finance Assistant**JOB/19/02666****Grade 6 £9,584.52 - £9,803.04 per annum • 18 hours and 30 minutes per week • County Hall, Matlock**
Part Time • Fixed Term - Covering for maternity leave • Adult Social Care and Health

Adult Social Care and Health Finance covers a wide range of functions including the financial assessment of clients in receipt of both residential and non-residential services.

An opportunity has arisen for a part time temporary finance assistant to provide administrative support to the Financial Assessment Benefit Officers. The successful person will need to have excellent numerical skills as the role will include obtaining, verifying, recording, collating and evaluating the financial information including the financial assessment of Adult Social Care and Health clients in receipt of chargeable services. They should be able to organise and prioritise their own workload and have the ability to communicate effectively as liaison at all levels, with service users and both internal and external agencies is required. A knowledge of core benefits such as Attendance Allowance, Disability Living Allowance and PIP would be advantageous, however not essential.

They should be competent in the use of ICT as there is a necessity to use various computer packages requiring the maintenance and validation of information held and recognise its potential to improve efficiency.

The working days will be Monday, Tuesday and alternate Wednesdays, however we may be able to change these days if necessary.

Closing Date 22 September 2019

Human Resources/Personnel

Occupational Health Nurse**JOB/19/00561****Grade 11 £19,264.08 - £21,161.52 per annum • 22 hours and 15 minutes per week • County Hall, Matlock**
Part Time • Fixed Term - Pending restructure until the end of December 2019 • Commissioning, Communities and Policy

Applications are invited for a part-time Occupational Health Nurse vacancy, based at County Hall, Matlock, Derbyshire. The Occupational Health Unit, which is comprised of 4 nurses, provides a comprehensive service for the employees of the County Council and some external clients.

We wish to recruit someone who can manage their own workload but also work as part of a small team; who must be self-motivated and have a high level of interpersonal and communication skills.

You will be based at County Hall, Matlock but work within your own geographical area which includes consultations in peripheral clinics and visits to County Council establishments within Derbyshire.

You must be a Registered General Nurse, with an Occupational Health qualification, for an informal discussion please contact Principal Occupational Health Nurse Sandy McKay on 01629 536943.

The post is advertised at 22 hours and 15 minutes per week, we would be able to offer fewer hours if required.

Closing Date 22 September 2019

Maintenance/Construction/Property Services

Roadworker (2 Posts)

JOB/19/02693

Grade 6 £19,169 - £19,606 per annum • 37 hours per week • Ambergate and Chapel-en-le-Frith Depots
Full Time • Permanent • Economy, Transport and Environment

Within the Highways Construction Service we are looking for enthusiastic, innovative and experienced individuals to assist in providing an effective and efficient delivery of highway maintenance operations and highway related projects.

The successful applicants will carry out a range of highway maintenance activities on all aspects of planned work, inclusive of adverse weather operations, during normal working hours and out of hours.

These roles will assist in implementing delivery of the service, continually looking to provide and deliver improvements across a range of highway operations, on time and to budget, in order to achieve value for money whilst delivering a safe and reliable highway network. They will also need to demonstrate experience and competency in construction delivery and have knowledge and experience of highway maintenance operations including experience of using IT software in the workplace and possess good skills in communication and motivation.

The post holders will work in collaboration with other services within the Economy, Transport and Environment Department, external contractors and subcontractors, striving to achieve improved performance in service delivery in accordance with the council's service plan.

The posts are based at depots in Ambergate and Chapel. For more information about these roles please contact David Ford on 01629 538166.

Closing Date 22 September 2019

Public Health

Benefits Information and Advice Officer (2 Posts)

JOB/19/02256

Grade 9 £25,064 - £26,890 per annum • 37 hours per week • Post 1 - Brimington Adult Care Offices, Chesterfield, Post 2 - Cemetery Lane Ripley
Full Time • Permanent • Adult Care

Derbyshire County Council Welfare Rights Service is committed to maximising the benefits of Derbyshire people. We have a number of teams who work to support social care clients and the wider public to promote and support benefit take-up. An opportunity has arisen to join the team which undertakes a high volume of social security benefit appeal representation.

We are looking for 2 experienced welfare benefits advisors with excellent skills in advocacy, negotiation and communication, and particularly experience in representing at appeal tribunals, to join the members of the team who focus on providing regular representation at appeal tribunals.

In a time when there are many changes to the benefit system the service is responding to high demand - providing advice and representation in the changing benefit landscape. Alongside the rest of the service the post holder will also contribute to the wider work of the service including periodic duties on the Benefits Helpline. Although the base for these posts are in Chesterfield and Ripley, the team covers the whole county of Derbyshire and the role will involve some travel around the county.

Provisional Interview Date: 8th October 2019

Closing Date 22 September 2019

Teaching - Special

SSSEN Support Teacher

JOB/19/02884

MPS + SEN 1 or SEN 2 Discretionary (120 CAT Points) • 1.00 FTE • SSSEN, c/o Ripley Junior School
Full Time • Permanent • Childrens Services

The Support Service for Special Educational Needs, Bennerley Fields Team, (Amber Valley Area) is recruiting a 1.0FTE specialist peripatetic Teacher on a permanent basis from 1 January 2020.

Support Teachers work with a caseload of primary pupils with a complex range of SEN in mainstream schools. Teaching, advice and support programmes are carried out on a weekly basis for pupils with EHC Plans and GRIPs, in addition to training mainstream staff and working with parents.

Provisional Interview Date: Week commencing 30 September 2019.

Closing Date 22 September 2019

Schools and Academies

Education - Non Teaching/Support Services

Technician (Information and Media Technology)

JOB/19/02937

Grade 7 £20,190 - £22,019 per annum • 37 hours per week • Springwell Community College, Chesterfield
Full Time • Permanent

Required as soon as possible. The Governing Body is looking to appoint a talented Information and Media Technology Technician to join our team.

The successful candidate will provide efficient and effective technical support for Information and Media Technology within the college. You will have a good knowledge of general hardware and software as well as being highly organised and having excellent communication skills, both written and verbal.

The ability to work on their own initiative as well as part of team is essential and experience of working in an ICT support role or similar would be an advantage.

Please note this position will be subject to the College Safeguarding Procedures, details of which can be found on our website.

For an informal discussion regarding the above posts or to arrange a visit to the College, please contact the main office on 01246 473873.

Further information is available from our website at www.springwellcc.org

‘Springwell Community College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.’

Closing Date 18 September 2019

Technician (Expressive Arts/Display)**JOB/19/02934****Grade 6 £13,308.84 - £13,612.20 per annum • 30 hours per week, 39 weeks per year • Tupton Hall School, Chesterfield**

Part Time • Permanent

The duties include the preparation of resources and general administration in Art, Music and Drama. This job involves maintaining stock, ceramics equipment and the production of frames and props. Candidates need practical skills and experience of workshop tools would be an advantage. The post holder also mounts and maintains general displays in the school.

Closing Date 15 September 2019

Partner Organisations

Bolsover District Council

Apprentice Community Activator Coach (2 Posts)**JOB/19/02920****National Living Wage £4.20 - £7.83 per hour (age dependent) • 30 hours per week • The Arc, Clowne**

Part Time • Fixed Term - To complete an apprenticeship for 15 months from start date

Please note that due to funding restrictions applicants need to be aged between 16-18 years and reside in the Bolsover district to apply. We are delighted to be a member of the Derbyshire Coach Core Consortium and have two exciting physical activity apprenticeship opportunities.

Applicants will need to have a passion for sport and physical activity, be enthusiastic and have a positive attitude to work. They will also need to be able to work well as part of a team as well as on their own initiative.

The successful applicants will play a key role in local communities within the Bolsover district, promoting, delivering and coaching fun, inclusive, engaging and progressive activities supporting various individuals and groups of all ages to be physically active. They will need to have good communication skills and be approachable.

We are looking for individuals who have a willingness to learn and who want to contribute to their own continuing professional development. As part of the contract individuals will complete the Level 2 Community Activator qualification.

Apprentices will work out of The Arc based at Clowne, however the roles will involve working in communities across the Bolsover district. Wherever possible we will support individuals in getting to and from sessions.

Previous experience of supporting physical activity sessions would be beneficial but not essential as training will be provided.

This post is subject to a Disclosure and Barring Service check at Enhanced level.

For an informal discussion about the posts please contact Sarah Chambers, Physical Activity & Sports Development Manager on (01246) 242364, email: sarah.chambers@bolsover.gov.uk.

Please note that CV's will not be accepted. Alternatively, if you do not have internet access, application packs are available by telephoning the BDC Contact Centre on 01246 242424 or the NEDDC Contact Centre on 01246 217640. • Email humanresources.bdc&neddc@ne-derbyshire.gov.uk

Please return completed application forms to HR & OD Shared Service, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, Derbyshire, S42 6NG or to humanresources.bdc&neddc@ne-derbyshire.gov.uk by the advertised closing date. We welcome applications from all sections of the community.

Provisional Interview Date: Week commencing 7 October 2019

Closing Date 25 September 2019

North East Derbyshire District Council

Administration/Clerical

Technical Support Assistant

JOB/19/02906

**Grade 4 £18,426 - £19,171 per annum, pro rata • 22 hours and 12 minutes per week • Mill Lane, Wingerworth
Part Time • Permanent**

An opportunity has arisen for a Technical Support Assistant to work within our busy Joint Environmental Health Service.

Working over 3 days per week, the role involves providing a wide range of technical and administrative support to the Joint Environmental Health Service.

You will need to have good information and technology skills, which includes using a range of different IT systems and packages. You will be required to work as part of a team undertaking a wide range of duties and be able to deal with telephone and face to face enquiries from the public and other agencies. The ability to work to deadlines and an understanding of confidentiality is essential to this post.

For an informal discussion about the post, please contact Sue Simmons, Technical Support Team Leader on (01246) 217873 or sue.simmons@ne-derbyshire.gov.uk or Heather Blackwell, Technical Support Officer on (01246) 217847 or heather.blackwell@ne-derbyshire.gov.uk

If you are interested in this post, please visit the Jobs pages on the NEDDC website
<http://www.nederbyshire.gov.uk/index.php/your-council/jobs>

Please note that CV's will not be accepted. Alternatively, if you do not have internet access, application packs are available by telephoning the NEDDC Contact Centre on 01246 217640 or email humanresources.bdc&neddc@ne-derbyshire.gov.uk

Please return completed application forms to HR & OD Shared Service, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, Derbyshire, S42 6NG or to humanresources.bdc&neddc@ne-derbyshire.gov.uk by the advertised closing date.

We welcome applications from all sections of the community.

Closing Date 9 September 2019

Environmental Health/Trading Standards

Environmental Health Officers (Commercial)

JOB/19/02926

up to £31,371 per annum (Career graded salary) • 37 Hours per week • Mill Lane, Wingerworth

Full Time • Permanent

About the Opportunity

We are looking for experienced, motivated and knowledgeable Environmental Health Practitioners to join our successful Joint Environmental Health Service in our Commercial Enforcement team.

You will play a pivotal public health role, principally ensuring food businesses meet their hygiene obligations through inspection programmes, enforcement and sampling but also carrying out interventions and investigations in relation to communicable disease, health and safety at work, animal welfare, and private water supplies.

About You

You will possess a relevant qualification in Environmental Health and will be registered with the Environmental Health Registration Board (or currently working towards registration) or equivalent. You will have a thorough understanding of food safety and will be able to demonstrate your ability to meet the competency requirements of an Authorised Officer in accordance with framework requirements of the Food Law Code of Practice. A full driving licence and use of a car is also required.

In return we offer an excellent range of benefits: -

- Competitive salary;
- Essential car user allowance;
- Discounted leisure centre membership;
- Local Government Pension Scheme;
- Flexible working between the hours of 7am and 7pm;
- Continued professional development;
- Up to 34 days annual leave

Our location means that we also offer easy access to the Peak District and major cities of Derby, Manchester, Sheffield, Nottingham and Leicester, as well as encompassing new and emerging businesses on the M1 corridor.

For an informal discussion about the post, please contact Helen Rawson – Senior Environmental Health Officer on (01246) 217849 or helen.rawson@ne-derbyshire.gov.uk

If you are interested in this post, please visit the Jobs pages on the North East Derbyshire District Council (NEDDC) website: <http://www.ne-derbyshire.gov.uk/index.php/your-council/jobs>

Please note that CV's will not be accepted. Alternatively, if you do not have internet access, application packs are available from: • The NEDDC Contact Centre on 01246 217640. • Email humanresources.bdc&neddc@ne-derbyshire.gov.uk

Please return completed application forms to HR & OD Shared Service, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, Derbyshire, S42 6NG or to humanresources.bdc&neddc@ne-derbyshire.gov.uk

Closing Date 29 February 2020

Leisure/Tourism/Community

Apprentice Community Activator Coach

JOB/19/02915

National Living Wage £4.20 - £7.83 per hour (age dependant) • 30 hours per week • Mill Lane, Wingerworth
Part Time • Fixed Term - To complete an apprenticeship for 15 months from start date

Due to funding restrictions applicants for this post must be a Care Leaver aged between 16 and 17. The post is funded through DCC and Active Derbyshire.

We are delighted to be a member of the Derbyshire Coach Core Consortium and have two exciting physical activity apprenticeship opportunities.

Applicants will need to have a passion for sport and physical activity, be enthusiastic and have a positive attitude to work. They will also need to be able to work well as part of a team as well as on their own initiative.

The successful applicants will play a key role in local communities within the district, promoting, delivering and coaching fun, inclusive, engaging and progressive activities supporting various individuals and groups of all ages to be physically active. They will need to have good communication skills and be approachable.

We are looking for individuals who have a willingness to learn and who want to contribute to their own continuing professional development. As part of the contract individuals will complete the Level 2 Community Activator qualification.

Apprentices will work out of NEDDC Offices at Mill Lane, Wingerworth, however the roles will involve working in communities across the district. Wherever possible we will support individuals in getting to and from sessions. Previous experience of supporting physical activity sessions would be beneficial but not essential as training will be provided.

This post is subject to a Disclosure and Barring Service check at Enhanced level.

For an informal discussion about the posts please contact Kelly Massey, Health and Wellbeing Development Officer, Telephone (01246) 217219 or email: kelly.massey@ne-derbyshire.gov.uk

If you are interested in this post, please visit the Jobs pages on the NEDDC website. <https://www.ne-derbyshire.gov.uk/index.php/your-council/jobs>

Applicants are advised to read the guidance notes prior to completing an application form
https://www.nederbyshire.gov.uk/images/Repository/G/Guidance_notes_-_completing_application_forms.pdf

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We welcome applications from all sections of the community.

Provisional Interview Date: Week commencing 7 October 2019

Closing Date 25 September 2019

Apprentice Community Activator Coach

JOB/19/02917

National Living Wage £4.20 - £7.83 per hour (age dependant) • 30 hours per week • Mill Lane, Wingerworth
Part Time • Fixed Term - To complete an apprenticeship for 15 months from start date

We are delighted to be a member of the Derbyshire Coach Core Consortium and have two exciting physical activity apprenticeship opportunities.

Applicants will need to have a passion for sport and physical activity, be enthusiastic and have a positive attitude to work. They will also need to be able to work well as part of a team as well as on their own initiative.

The successful applicant will play a key role in local communities within the district, promoting, delivering and coaching fun, inclusive, engaging and progressive activities supporting various individuals and groups of all ages to be physically active. They will need to have good communication skills and be approachable.

We are looking for individuals who have a willingness to learn and who want to contribute to their own continuing professional development. As part of the contract individuals will complete the Level 2 Community Activator qualification.

Apprentices will work out of NEDDC Offices at Mill Lane, Wingerworth, however the roles will involve working in communities across the district. Wherever possible we will support individuals in getting to and from sessions. Previous experience of supporting physical activity sessions would be beneficial but not essential as training will be provided.

This post is subject to a Disclosure and Barring Service check at Enhanced level.

For an informal discussion about the post please contact Kelly Massey, Health and Wellbeing Development Officer, Tel: (01246) 217219 or email: kelly.massey@ne-derbyshire.gov.uk

If you are interested in this post, please visit the Jobs pages on the NEDDC website. <https://www.ne-derbyshire.gov.uk/index.php/your-council/jobs> Applicants are advised to read the guidance notes prior to completing an application form [https://www.nederbyshire.gov.uk/images/Repository/G/Guidance notes - _completing_application_forms.pdf](https://www.nederbyshire.gov.uk/images/Repository/G/Guidance_notes_-_completing_application_forms.pdf)

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We welcome applications from all sections of the community

Provisional Interview Date: 7 October 2019.

Closing Date 25 September 2019