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Administration/Clerical/Customer Service

Business Services Assistant

JOB/20/02137

£10,032.24 per annum • 20 hours per week - working hours 1.00pm to 5.00pm daily • Staveley Residential and

Community Care Centre, Staveley, Chesterfield

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

We are looking for a committed and flexible person who can work as a key member of the Business Services administration team based in the Staveley Community Care Centre.

Working in a busy residential care home, 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.

The ability to travel is essential to the post.

Closing Date 24 January 2021

Business Services Officer

JOB/20/02923

Grade 9 £25,753 - £27,629 per annum • 37 hours per week • Chatsworth Hall, Matlock

Full Time • Fixed Term - Pending restructure 12 months from start date • Commissioning, Communities and Policy

We are looking for a highly motivated and dynamic individual to manage the Mechanical and Electrical administration team within Property. This is a temporary post for 12 months due to the restructure within Property. The successful candidate will work with the Contracts Manager to manage the business functions for the office and its partners. They will be part of the Governance and Performance Team and be responsible for implementing processes and procedures in line with the contracts already in place and those won in competition.

The post holder will have a detailed knowledge of the IT systems used to manage and monitor workloads. They must be able to identify any opportunities for improvements and feed these back to the Contracts Manager and will manage the reporting of all the Section's performance issues working closely with M&E Managers and Team Leaders.

Closing Date 17 January 2021

Business Services Assistant

JOB/20/03369

Grade 4 £18,561 per annum • 37 hours per week • Chatsworth Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

We are looking for a hardworking, committed individual to work in our Statutory Compliance Team to provide an efficient and effective administrative service to technical and professional staff within the Property Division and to its customers.

The successful candidate will be using various IT packages including SAP, EDRM and Asset Manager so will need to have a good knowledge and working experience of IT packages. The post holder will also assist in providing management information as required.

Provisional Interview Date: Week commencing 11 January 2021.

Closing Date 10 January 2021

Business Services Assistant (3 Posts)**JOB/20/03149****Grade 4 Posts 1 & 2 - £9,280.56 per annum, Post 3 - £10,032.24 per annum • Various • Various locations
Part Time • Permanent • Childrens Services**

Our Business Service function is committed to having the right business support arrangements in place to meet the Department's current and future needs and following our recent review we have enhanced the existing structure to ensure that we can achieve this aim.

The new structure has given rise to an exciting opportunity, to recruit 3 permanent appointments to the role of: Business Service Assistant – Grade 4

The available roles are detailed below:

Post 1 - Early Help & Safeguarding, CIC Disabled Residential 1 x 18.5 hours based at The Getaway, Ilkeston - £9,280.56 per annum

Post 2 - Early Help & Safeguarding, CIC Residential 1 x 18.5 hours based at Hopewell Children's Home, Clay Cross £9,280.56 per annum

Post 3 - Early Help & Safeguarding, CIC Residential 1 x 20 hours based at Linden House, Swadlincote - £10,032.24 per annum

Please indicate in order of preference within the suitability section of the application form.

We are looking for a driven and focused individual to work within a small residential children's home providing administrative support to a team who are responsible for the care and support of children. They will provide efficient and effective support to the teams within our Children's homes and will provide support to ensure targets are met and service quality standards are maintained.

Previous administration experience of practices and processes is essential and working in a busy child/ren focused environment would be advantageous. You must have excellent organisational skills, with the ability to prioritise and meet deadlines and be able to work on your own initiative.

You will be required to work within our organisational policies and procedures and in addition have an understanding of confidentiality, GDPR and Data Protection, you should also possess excellent ICT skills. In order to meet the needs of the service, there may also be a necessity to travel to other sites.

Due to this post having access to children, candidates must be a minimum age of 21 years old and will be required to under a Disclosure and Barring Service check.

If you require any further information or for an informal conversation, please email csbs.review@derbyshire.gov.uk and your query/request will be passed to the relevant service.

Interviews will be conducted via Microsoft teams and arrangements will be confirmed with candidates.

Please note additional vacancies may become available for either permanent or fixed term posts with full-time or part time working hours. Prior to applications being considered, applicants who have applied for the same job role and grade, will be notified of any additional vacancies so that they can be included within their preference list.

Provisional Interview Date: Week commencing 25 January 2021

Closing Date 17 January 2021

Business Services Officer**JOB/20/03384****Grade 8 £23,350 - £25,128 per annum • 37 hours per week • DCC Children's Services Department Offices, Schools Road, Chesterfield**

Full Time • Fixed Term - Covering for secondment 01 June 2022 • Childrens Services

Our Business Service function is committed to having the right business support arrangements in place to meet the Department's current and future needs and following our recent review we have enhanced the existing structure to ensure that we can achieve this aim.

We are looking for a highly motivated, efficient, experienced and competent individual to manage the provision of a flexible, agile and responsive business support service across Children's Services functions whilst providing expert advice and guidance on policies, procedures and processes ensuring compliance with appropriate regulations and legislation. This also includes the supervision and performance management of the business services team to ensure services are delivered to agreed targets and objectives and meet quality standards.

The skills and knowledge required are an ability to build rapport, work closely and communicate effectively with team members, managers, service users and other departments as required. The successful candidate will need to demonstrate an ability to work to deadlines and operate in a systematic way. You will need advanced ICT skills, proven initiative and judgement to resolve problems. Experience of line management of a team and the ability to manage performance are essential. Proven skills and knowledge to maximise systems and technologies to achieve efficiencies, undertake research, analyse and present information and data to make recommendations are also required.

If you require any further information or for an informal conversation, please contact Nicola Sharpe, Business Services Manager on 07500 127601 or Michael Ball, Senior Business Services Manager on 07917 240645

Interviews are likely to be conducted via skype or Microsoft teams, arrangements will be confirmed with candidates.

Provisional interview date: 21 January 2021

Closing Date 10 January 2021

Business Services Manager**JOB/20/03420****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

We are looking to recruit a Business Services Manager to support the development and review of standardised procedures that ensure the Human Resources Business Services team function in the most efficient and effective way, whilst creating a flexible and adaptable centralised team with a shared understanding of identity and objectives.

Experience of DCC's administration practices, processes and policies including of confidentiality and data privacy are desirable along with excellent ICT skills. You will ideally have experience in budget monitoring and knowledge of the Council's HR Procedures, Financial Regulations and payment systems.

The Business Services Manager will have overall responsibility for delivery of a broad range of business services activities to functional managers and employees. The successful candidate will therefore require excellent planning and organisational skills whilst remaining flexible and supportive to others.

Interviews are likely to be conducted via Microsoft teams and arrangements will be confirmed with candidates.

Provisional Interview Date: 19 January 2021

Closing Date 17 January 2021

Business Services Assistant (Logistics Hub) (2 Posts)**JOB/20/03422****Grade 5 £18,933 - £19,311 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term - Due to finite funding 12 months from date of commencement • Adult Social Care and Health

We are looking for enthusiastic and motivated individuals to help run the Council's Covid-19 Logistics Hub. This role would be an ideal opportunity for someone with the relevant experience and skills.

The Logistics Hub is part of the Council's emergency response to Covid-19. It was recently formed to streamline the Council's emergency PPE supplies operation, primarily serving the adult social care, education and childcare sectors, and emergency food parcel storage and distribution to highly vulnerable residents who are shielding. The Logistics Hub will continue to adapt flexibly to meet emerging logistics needs and the focus of work may vary over time.

Supporting the Logistics Hub Manager and supervisor, the successful candidates will work at pace to ensure the smooth running of the PPE and food supply management, PPE order processing, PPE and emergency food parcels storage and distribution on behalf of the Council. You will need to have a 'can do' attitude, be customer-focused, diplomatic, adaptable and sustain effective working relationships with teams across the council and with external stakeholders, prioritise your work and handle pressure.

The post is based at the Logistics Hub store in Chesterfield. You will need a valid driving licence and willingness to drive the Logistics Hub's electric vehicle and van to deliver items to County Hall, local customers and more widely throughout the county as necessary. You will also need to operate manual handling equipment (MHE) for which training will be given.

If you would like an informal discussion about this post, please contact nicola.sigsworth@derbyshire.gov.uk

Provisional Interview Date: 18 January 2021.

Closing Date 10 January 2021

Business Services Assistant**JOB/20/03425****Grade 4 £9,280.56 per annum • 18 hours and 30 minutes per week • Ada Belfield House Home for Older People, Belper**

Part Time • Permanent • Adult Social Care and Health

We are looking for a committed and flexible person who can work as a key member of the Business Services administration team based in Belper. 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 17 January 2021

Business Services Assistant**JOB/20/03443****Grade 6 £19,697 - £20,145 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term - Covering for secondment for 12 months from start date • Adult Social Care and Health

We are looking for a committed and flexible person to be part of the Business Services Management team based in Matlock.

The successful applicant will have significant supervisory experience and will be required to supervise a team of admin staff. The post holder will undertake a wide range of administrative duties such as minute taking, support to managers and processing financial information. Appropriate information & technology (IT) skills which includes using a range of different IT systems and bespoke packages, ability to work to deadlines and an understanding of confidentiality is essential to this post. The post holder will be expected to work from home as well as an office so it is essential to have good internet access at home. Candidates should be qualified to vocational/NVQ or equivalent.

Interviews will be conducted via Microsoft teams or Skype

Provisional Interview Date: Week commencing 1 February 2021

Closing Date 17 January 2021

Business Services Manager**JOB/21/00007****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • Clay Cross Social Services Office**

Full Time • Permanent • Childrens Services

Our Business Service function is committed to having the right business support arrangements in place to meet the Department's current and future needs and following our recent review we have enhanced the existing structure to ensure that we can achieve this aim.

We are looking for committed and motivated individuals to manage and supervise the provision of an administrative service within a complex environment and provide expertise and experience in a specialist work area. Working in a very busy environment, the successful candidate will need to be able to work at pace, motivate the team and establish effective partnerships across the council, undertake the management of a team supported by Business Services Officers and have suitable information & technology skills, which includes using a variety of IT systems and packages.

It is essential the successful candidate will be able to work as part of a team and have the ability to support the operational team. Communication skills, ability to work to deadlines and an understanding of confidentiality is essential to this post.

If you require any further information or for an informal conversation, please contact Deborah Bailey 07580 728110

Provisional Interview Date: Week commencing 1 February 2021

Closing Date 17 January 2021

Business Services Assistant**JOB/21/00008****Grade 7 £20,745 - £22,625 per annum • 37 hours per week • Children's Services Department DCC, Chesterfield**

Full Time • Permanent • Childrens Services

This post is based in the Schools and Learning, Admissions & Transport Team. Our Business Service function is committed to having the right business support arrangements in place to meet the Department's current and future needs and following our recent review we have enhanced the existing structure to ensure that we can achieve this aim.

The Business Services Assistant (BSA) role provides comprehensive administrative support to the Service areas. This BSA role provides a broad range of support activities in addition to having key task responsibilities.

We are looking for highly driven and focused individuals to provide an efficient and effective administrative support to Children Services functions. This role will be pivotal in ensuring targets are met and service quality standards are maintained, therefore it is essential that you will have experience in working in a customer focused, fast paced office environment.

You will need good organisational skills with the ability to prioritise and meet deadlines. Experience of DCC's administration practices and processes, council procedures and policies including an understanding of confidentiality, GDPR & Data Protection would be beneficial along with excellent ICT.

If you require any further information or for an informal conversation, please contact Nicola Sharpe, Business Services Manager on 07500 127601 or Michael Ball, Senior Business Services Manager on 07917 240645.

Interviews are likely to be conducted via skype or Microsoft teams, arrangements will be confirmed with candidates.

Provisional Interview Date: Week commencing 8 February 2021

Closing Date 24 January 2021

Architects/Engineers/Surveyors/Technical

Technician - Surfacing**JOB/20/03166****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • Highways Depot Darley Dale, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll assist in the programming, supervision and control of direct works and subcontract work on highway maintenance and highway related projects, ensuring work is completed to specification and contract requirements. The post is based at Darley Dale.

Closing Date 17 January 2021

Senior Technician - Sub Contract**JOB/20/03167****Grade 9 £25,753 - £27,629 per annum • 37 hours per week • Highways Depot Darley Dale, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll assist in the supervision and management of direct works and subcontract work on highway maintenance and highway related projects, both during and outside normal working hours. The post is based at Darley Dale.

Closing Date 17 January 2021

Senior Technician-Sub Contract**JOB/20/03168****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • Highways Depot Darley Dale, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll provide assistance in the management and supervision of highway maintenance activities by External Contractors and/or Sub-Contractors, on all aspects of planned work, during normal working hours and out of hours. The post is based at Darley Dale.

Closing Date 17 January 2021**Senior Technician-Highways Design****JOB/20/03242****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • Highways Depot Darley Dale, Station Road, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll provide a design service to assist with the delivery of the Local Transport Plan (LTP) Highways Capital Programme and other capital projects, and support the team on all aspects of design, asset management and maintenance. You'll design schemes to ensure delivery in accordance with agreed standards and specifications, to meet programme and budget targets, including legal and statutory requirements. The post is based in Darley Dale.

Closing Date 17 January 2021**Technician - Maintenance Design (2 Posts)****JOB/20/03246****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • Highways Depot Darley Dale**

Full Time • Permanent • Economy, Transport and Environment

You'll be providing a design service to assist with delivery of the Local Transport Plan (LTP) Highways Capital Programme and other capital projects, assisting with the design of schemes and ensuring delivery in line with agreed standards, specifications and targets, and legal and statutory requirements. You'll be based in Darley Dale.

Closing Date 17 January 2021**Senior Technician-Land Reclamation (2 Posts)****JOB/20/03248****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • Highways Depot Darley Dale**

Full Time • Permanent • Economy, Transport and Environment

You'll provide a design service to assist with the delivery of the Local Transport Plan (LTP) Highways Capital Programme and other capital and revenue civil engineering, projects including structural, geotechnical, highway, drainage and land reclamation. You'll support the team on all aspects of design, asset management and maintenance and design schemes to ensure delivery in accordance with agreed standards and specifications, to meet programme and budget targets, including legal and statutory requirements. The posts are based in Darley Dale.

Closing Date 17 January 2021

Project Engineer - Structures Design & Supervision**JOB/20/03249****Grade 11 £32,913 - £36,155 per annum • 37 hours per week • Highways Depot Darley Dale**

Full Time • Permanent • Economy, Transport and Environment

You'll provide a design and supervision service to assist with the delivery of the Local Transport Plan (LTP) Highways Capital Programme and other projects and provide expert technical advice on all aspects of structural design, management and maintenance in accordance with the Management of Highway Structures – A Code of Practice.

Managing a team of Senior Technicians, Graduates, Technicians and Clerks of Work to deliver projects of varying sizes you'll ensure the programming of work on time and within budget, within all necessary legal and statutory requirements. The post is based at Darley Dale.

Closing Date 17 January 2021**Technician - Structures Inspection and Asset Management****JOB/20/03329****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

The Structures team look after over 1000 bridges and around 700 miles of retaining walls. You'll be responsible for undertaking asset inspections and surveys across the county and ensuring that highways structures are safe to use and where possible fit for purpose, by ensuring appropriate structures management processes are undertaken. You'll be supporting the council to deliver its duties and responsibilities, as Highway Authority, to maintain the structural highway asset stock and provide a safe and reliable highway network for all users. Normally based in Matlock, the team are currently working from home.

Closing Date 17 January 2021**Senior Technician - Structures Inspection and Asset Management (2 Posts)****JOB/20/03330****Grade 9 £25,753 - £27,629 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

The Structures team look after over 1000 bridges and around 700 miles of retaining walls. You'll be supporting the management of the Structures Maintenance and Management function, in accordance with the Management of Highway Structures – A Code of Practice as a highway structures Inspector.

You'll ensure that highway structures are safe to use and wherever possible fit for purpose by ensuring that the appropriate structures management processes are undertaken, and be supporting the council to deliver its duties and responsibilities, as Highway Authority, to maintain the structural highway asset stock, and provide a safe and reliable highway network for all users. Normally based in Matlock, the team are currently working from home.

Closing Date 17 January 2021**Senior Technician - Structures Maintenance Programmes****JOB/20/03332****Grade 9 £25,753.00 - £27,629.00 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

The Structures team look after over 1000 bridges and around 700 miles of retaining walls. You'll support the management of Highways Structures in a specific geographic area of the county and provide technical expertise, advice and support to internal and external colleagues with regard to Highway Structures activities and policies. Supporting the delivery of projects and programmes of work on time and within budget you'll also support with tendering and award of contracts in accordance with financial regulations, preparation of bids for internal and external commissions and supervise contracts for structural, geotechnical, highway, civil engineering, land reclamation and related projects. Normally based in Matlock, the team are currently working from home.

Closing Date 17 January 2021

Project Engineer - Structures Maintenance Programmes**JOB/20/03333****Grade 11 £32,913.00 - £36,155.00 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

The Structures team look after over 1000 bridges and around 700 miles of retaining walls. You'll manage Highway Structures in a specified geographic area of the county and lead a team to ensure the successful delivery of the Council's duties and responsibilities, as Highway Authority, to maintain the structural highway asset stock and provide a safe and reliable highway network for all users. You will be able to motivate and mentor staff, promoting high performance and standards as well as provide technical expertise, advice and support to internal and external colleagues with regard to Highway Structures activities and policies. Normally based in Matlock, the team are currently working from home.

Closing Date 17 January 2021**Senior Technician- Highway Inspections****JOB/20/03368****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • County Transport Ambergate, Ripley Road, Ambergate**

Full Time • Permanent • Economy, Transport and Environment

You'll support the management of the highway maintenance function for a specified geographic area of the county. This will include inspecting all operations within the highway to ensure compliance with legal, technical contractual and environmental regulations, undertaking inspections, surveys and investigations of the highways. You'll be able to motivate, support and mentor staff and be responsible for leading and supporting Highway Inspectors, Technicians, Trainees and Apprentices.

Closing Date 17 January 2021**Care/Social Work**

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

Care Worker (Community) (4 Posts)**JOB/20/00839****Grade 5 - Post 1 & Post 2, 25 hours per week - £12,793.08 - £13,048.44 per annum, Post 3 & Post 4, 21 hours per week - £10,746.36 - £10,960.92 per annum • Various • Shand House, Darley Dale**

Various hours available • Permanent • Adult Social Care and Health

Could you make a difference to the life of an older or disabled person? We are 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 Darley Dale, Matlock and the surrounding villages.

As a Care Worker (Community) you will be ensuring people stay healthy, happy and well in their own homes by supporting them with a variety of everyday tasks including personal care and assisting with medication. You do not need previous experience as we will give you all the training and support you need to do the job.

Are you looking for a rewarding role that offers flexible working hours, good rates of pay and a good pension, free uniform and high quality training? Other benefits include five weeks holidays, eight bank holidays a year (pro-rata) and extra pay for unsocial hours.

A degree of local travel will be required for this role.

Closing Date 31 March 2021

Care Worker (6 Posts)**JOB/20/01384****Grade 5 £18,426 - £18,794 per annum, pro rata • Various • Gernon Manor Staff House, Bakewell**

Various hours available • Permanent • Adult Social Care and Health

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 do not 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.

There are 6 posts available:

Post 1 - 23 hours and 30 minutes per week - £12,024.36 - £12,264.48 per annum

Post 2 and 3- 24 hour per week (2 Posts) - £12,279.96 - £12,525.12 per annum

Post 4 and 5 - 24 hours and 20 minutes per week per week (2 Posts) - £12,450.36 - £12,698.88 per annum

Post 6 - 27 hours per week - £13,815.36 - £14,091.24 per annum

Closing Date 10 January 2021

Night Care Assistant**JOB/20/01656****Grade 5 £9.81 - £10.01 per hour • As and when required • Petersham Centre, Long Eaton**

No Guaranteed Hours • Relief • Adult Social Care and Health

We are seeking a motivated and enthusiastic person to join our team of night care staff. You will be responsible for the security of the building overnight and may be required to assist in fire evacuations and emergency situations. In addition to this you will be completing cleaning and laundry duties.

You will be required to assess and monitor the needs of the residents overnight, supporting with personal care tasks as required. You will need good communication skills and the ability to complete relevant documentation. You will need to hold a NVQ level 2 qualification in health and social care and be willing to undertake additional training as required.

Closing Date 10 January 2021

Deputy Unit Manager (2 Posts)**JOB/20/02534****Grade 10 £14.87 - £16.50 per hour • As and when required • The Grange Home for Older People, Eckington**

No Guaranteed Hours • Relief • Adult Social Care and Health

The successful applicant will be responsible for assisting in the management of operational activities, supervising staff and managing resources including budgets.

Supervisory and administrative skills are essential. Knowledge of residential care issues and relevant legislation is required together with experience of working with older people in residential care. Must hold NVQ Level III Health & Social Care (Adults).

Closing Date 10 January 2021

Care Worker (2 Posts)**JOB/20/02305**

Grade 5 Post 1 - £12,279.96 - £12,525.12 per annum, Post 2 - £10,320.36 - £10,526.40 per annum • Post 1 - 24 hours per week and Post 2- 20 hours and 10 minutes per week • The Spinney Home for Older People, Chesterfield

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

We are currently recruiting Care Workers to join our valued team at The Spinney. You will join a team to ensure our residents are happy, healthy and well and are supported in all day to day tasks like washing and dressing, eating and drinking and socialising in activities.

Understanding of the needs of elderly people, including those with dementia is an important part of the role. If you think you can make a positive difference to an older persons life and would like a rewarding job with room for progression, we would like to hear from you.

Previous experience is not necessary as all training will be given. You will receive ongoing support and mentoring from established staff.

Working hours are flexible based over a three shift pattern and a four week rota. We offer good rates of pay, pension benefits, high quality training and other benefits including five weeks paid annual holiday, eight Bank Holidays (pro rata) and enhanced payments for unsocial hours.

Closing Date 10 January 2021

Social Worker**JOB/20/02828**

Grade 9 - 11, £12,876.48 - £18,077.52 per annum • 18 hours and 30 minutes per week • Shirevale Resource Centre, Mansfield

Part Time • Permanent • Adult Social Care and Health

Due to the retirement of the current post holder, there is opportunity for a qualified and registered professional to join Bolsover South Adult Care Prevention and Personalisation team as a permanent part time social worker. The base for this post is Shirevale Resource Centre in Shirebrook, though currently we are working from home. We cover the area of Bolsover from Shirebrook down through Tibshelf, Blackwell and South Normanton to Pinxton, and you will need the ability to travel within and at times beyond this area.

Knowledge of the Care Act 2014 and other relevant legislation is essential, as is an understanding of social work theory and a commitment to social work values. The team works with all adults who are vulnerable and require long term support or advice to gain or maintain independence and meet care and support needs, focusing on their outcomes and wellbeing. We undertake person centred strength based assessment, review and support plans, which include informal support networks, formal services, and provision of equipment to promote independence, working alongside health colleagues and other professionals and services. We are responsible for undertaking or arranging safeguarding enquiries, supporting assessment for Continuing Health Care funding, and providing ongoing professional support.

The successful applicant will join a friendly and supportive team. You will be provided with regular reflective supervision, peer support meetings, opportunity for professional development through training and workshops, and be encouraged to develop your own area of interest and expertise.

Closing Date 24 January 2021

Care Worker**JOB/20/02963****Grade 5 £11,641.92 - £11,874.36 per annum • 22 hours and 45 minutes per week • Ladycross House, Sandiacre**

Part Time • Permanent • Adult Social Care and Health

We are recruiting a Care Worker 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 do not 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.

Provisoinal Interview Date: Week commencing 25 January 2021

Closing Date 17 January 2021

Unit Manager**JOB/20/03158****Grade 12, £37,263 - £40,589 per annum • 37 hours per week • Parkwood Centre, Alfreton**

Full Time • Fixed Term - Due to funding for 6 months from start date • Adult Social Care and Health

Parkwood Day Service supports adults who have a learning disability and needs a full time Manager.

We are looking for an enthusiastic individual who is committed to making the lives of people who have a learning disability better. You must have managerial/ supervisory experience and experience in supporting adults who have a learning disability.

You must be able to motivate and lead a large staff team who have been working differently as well as developing the service. You must be able to develop H&S procedures for the service which is in line with COVID regulations. We must be able to work with other professionals to ensure clients needs are at the forefront.

The post is a grade 12 and initially for 6 months, this could be extended

Closing Date 10 January 2021

Deputy Unit Manager**JOB/20/03192****Grade 9 £15,660.36 - £16,801.20 per annum • 22 hours and 30 minutes per week • Parkwood Centre, Alfreton**

Part Time • Fixed Term - Due to funding for 6 months from start date • Adult Social Care and Health

Parkwood is a Day Service which supports adults who have a learning disability. Currently the service is going through changes and we need someone to support the staff team and work with other Managers through this change.

The person must be enthusiastic, committed to improving the lives for people who have a learning disability, be adaptable and able to identify ways of progressing and developing the service. The person must be confident as they will have responsibility of ageing the service in the absence of a Manager.

Closing Date 10 January 2021

Care Worker (Community) (3 Posts)**JOB/20/03162**

Grade 5 Posts 1 and 2 - £10,233.24 - £10,437.60 per annum, Post 3 - £8,186.64 - £8,350.08 per annum • Posts 1 and 2 - 20 hours per week, Post 3 - 16 hours per week • The Arc, Clowne Part Time • Permanent • Adult Social Care and Health

Could you make a difference to the life of a person living with Dementia? We are looking for people to join our valued care team helping Derbyshire residents with Dementia lead independent lives.

As a Care Workers (Community) you will 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 will give you all the training and support you need to do the job. The Dementia team cover the whole of Bolsover area:

You could be covering calls in Glapwell, Shirebrook, Bolsover, Mastin Moor, Barlborough, Whitwell, Clowne, Elmlton, Creswell, Hodthorpe, Pinxton, Alfreton, South Normanton, Tibshelf and Newton.

Closing Date 17 January 2021

Domiciliary Services Organiser**JOB/20/03259**

Grade 9 £13.35 - £14.32 per hour • As and when required • Staveley SS Sub Office, Staveley No Guaranteed Hours • Relief • Adult Social Care and Health

When required the successful applicant will be responsible for providing overall day to day management of a team of Care Workers (Community). The job involves delivering a range of domiciliary care services to people with complex care needs using a person-centred approach that maximises independence and reduces the need for more institutional types of care. The successful applicant will need to be able to work under their own initiative, but contribute to the team. They must be self-motivated and possess outstanding communication and organization skills.

The successful applicant ideally will have experience in a Domiciliary/Homecare environment, be business minded with an enthusiasm to succeed. In particular, the role requires the person to take overall responsibility for ensuring that all activities are carried out in accordance with statutory requirements and organisational policies and procedures. They must embrace and follow all CQC outcomes and lead services towards an Outstanding CQC rating, though delivery of excellent care and efficient running of services.

The successful applicant must hold QCF Level 2 or equivalent and potentially be willing to work towards gaining the QCF Level 3 Diploma in Health and Social Care (Adults) or equivalent.

Closing Date 24 January 2021

Deputy Unit Manager**JOB/20/03344**

Grade 9 £12,876.48 - £13,814.52 per annum • 18 hours and 30 minutes per week • Long Eaton Outlook Centre

Part Time • Permanent • Adult Social Care and Health

We are currently seeing a lot of changes within our services and we want someone who is adaptable and will support colleagues. The successful candidate will be responsible for assisting in the management of operational activities, supervising staff and managing resources including budgets. Supervisory and administrative skills are essential. Knowledge of the needs of people with a learning disability and relevant legislation is required together with experience of working with service users, carers and families. The person will be required to deputise for the Manager.

Provisional Interview Date: 20 January 2021

Closing Date 10 January 2021

Early Help Practitioner (Family and Parenting)**JOB/20/03349****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • Peter Webster Centre, Chesterfield**
Full Time • Permanent • Childrens Services

An exciting opportunity has arisen in the Chesterfield Early Help Team providing intensive support to children and their families.

We are looking for experienced early help worker who has experience of completing assessments whether that be Early Help Assessments or Parenting Assessments. A good understanding of the challenges that impact children and their families is essential. The successful candidate will require a level 3 qualification and the ability to demonstrate an aspiration to promote the best outcomes for children. The postholder will also have access to training and shadowing opportunities during the induction period.

Provisional Interview Date: 22 January 2021

Closing Date 10 January 2021

Community Support Worker**JOB/20/03356****Grade 5 £10,746.36 - £10,960.92 per annum • 21 hours per week • Jubilee Day Care Centre, New Mills**
Part Time • Fixed Term - Covering for secondment 6 months from start date • Adult Social Care and Health

Jubilee Day Services is jointly managed and staffed by Derbyshire County Council and Derbyshire Community Health services. Jubilee is a day centre for older people living with physical, mental and learning disabilities. We are looking for a person to work as a community support worker, three days a week, Monday to Friday. You will need to have experience in this type of role, demonstrating a deep understanding of what care is. A excellent communicator and able to promote dignity and respect, throughout while carrying out all aspects of the caring role

Please contact Angela Eardley, Manager or Cara Nadin, Deputy Manager for further information on 01629 531238.

Closing Date 10 January 2021

Care Worker**JOB/20/03373****Grade 5 £12,624.48 - £12,876.60 per annum • 24 hours 40 minutes per week • Ada Belfield Centre, Derwent Street, Belper**

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.

Provisional Interview Date: 26 January 2021

Closing Date 10 January 2021

Care Worker (2 Posts)**JOB/20/03359****Grade 5 £12,537.48 - £12,787.80 per annum • 24 hours and 30 minutes per week • Castle Court Home for Older People, Swadlincote**

Part Time • Fixed Term - Due to the current COVID-19 situation • Adult Social Care and Health

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.

Closing Date 17 January 2021**Care Worker****JOB/20/03374****Grade 5, £9.81 - £10.01 per hour • As and when required • Ada Belfield Centre, Belper**

No Guaranteed Hours • Relief • 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 10 January 2021**Community Support Worker (3 Posts)****JOB/20/03381****Grade 5 £18,933 - £19,311 per annum • 37 hours per week • Alderbrook Day Centre, Chinley**

Full Time • Fixed Term - Covering for secondment 6 months from appointment • Adult Social Care and Health

We have three opportunities available for enthusiastic individuals to join the team at Alderbrook Day Opportunities in Chinley. We are looking for people who are committed to person centred practices and enhancing the life opportunities of people who have a learning disability. You will need to be self-motivated and resourceful, whilst working effectively as part of a team with client aspirations and outcomes at the heart of everything that you do. If you would like further information regarding the positions, please call Anna Butler on 07789 874705

Provisional Interview Date: 15 January 2021

Closing Date 10 January 2021

Care Worker (7 Posts)**JOB/20/03398****Grade 5 £18,933 - £19,311 per annum pro rata • various hours per week • Meadow View Home for Older People, Matlock**

Part Time and Full Time hours available • 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.

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

Post 1 23 hours and 50 minutes per week £12,194.76 - £12,438.24 annual salary per annum.

Post 2 22 hours and 16 minutes per week £11,395.80 - £11,623.32 annual salary per annum.

Post 3 24 hours and 53 minutes per week £12,730.56 - £12,984.72 annual salary per annum.

Post 4 26 hours and 33 minutes per week £13,586.28 - £13,857.60 annual salary per annum.

Post 5 29 hours and 41 minutes per week £15,049.80 - £15,350.28 annual salary per annum.

Post 6 and 7 32 hours and 25 minutes per week £13,006.92 - £13,266.72 annual salary per annum.

Closing Date 17 January 2021**Senior Practitioner - AMHP****JOB/20/03402****Grade 12 £18,631.56 - £20,294.52 per annum • 18 hours and 30 minutes per week • Clay Cross Resource Centre, Chesterfield**

Part Time • Permanent • Adult Social Care and Health

Key responsibilities include undertaking Mental Health Act Assessments across the whole County on a rota basis, managing a small caseload of complex, predominately forensic, cases and taking a leading role in developing and supporting the AMHP service as a whole. You will also be expected to chair VARMs and take responsibility for managing safeguarding in conjunction with the Service Manager.

This post will also carry responsibility for supervising and supporting other less experienced AMHPS and Social Workers, and providing training and briefing sessions as needed. You will also be expected to lead on providing good quality peer group supervision within your specific area in conjunction with P&P colleagues. This role also includes pro-actively taking responsibility for improving professional standards and providing an advisory and supportive role to colleagues in other teams.

(For further information please see overleaf).

You will participate on the rota as a duty worker, taking responsibility for allocating assessments and liaising with other teams, both internal and external, to ensure a good quality service that is in line with our statutory responsibilities and good working relationships.

Support is provided by way of regular team meetings and peer supervision and you will be expected to engage fully in this. You will also be expected to attend meetings with other teams and agencies and represent adult care mental health as necessary. There is also a strong commitment within the team to support social work students and Approved Mental Health Professional trainees and you will be expected to engage in this. You should have the ability to engage in the on-going change management process and provide effective leadership to others as necessary. There is the expectation also that you will undertake other duties and responsibilities commensurate with the grade of this post. Please see the job and person profile for more information.

Please contact Jacky Ingerson, AMHP lead/Service Manager on 01629 537555 if you wish to discuss this further.

Provisional Interview Date: 28 January 2021

Closing Date 17 January 2021

Senior Care Worker **JOB/20/03418**

Grade 7 £10.75 - £11.73 per hour • As and when required • Lady Cross House Home for Older People Sandiacre

No Guaranteed Hours • Relief • Adult Social Care and Health

The successful applicants will work alongside care staff and provide leadership and mentoring support to them whilst delivering all aspects of personal care. You will be responsible for allocating day to day tasks within the care team, administering medication and personal service planning with an emphasis on person centred care, under the direction of the Unit and Deputy Unit Managers. You will be required to promote good practice and deliver high quality care and support to residents with a range of care and support needs.

Excellent communication skills both written and oral are required to promote teamwork and deliver quality handovers for each shift. You will be the senior person on duty for intervals during the working day and will be required to offer support and guidance appropriate to the grade. Full training will be provided appropriate to the level of the post. We are looking to recruit an individual to work two shifts covering a mixture of early and late shifts.

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

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

The job may require unsocial hours working including weekends and Bank Holidays. Payment arrangements will be detailed in any contract offer made.

Saturday and Sunday hours will be paid at plain time where it is part of your normal working pattern unless it is between 7.00pm and 7.00am, where enhanced rates of pay apply. Enhanced pay rates are paid for Bank Holiday working.

Closing Date 17 January 2021

Senior Care Worker (2 Posts)**JOB/20/03428****Grade 7 £12,193.92 - £13,299.00 per annum • 21 hours and 45 minutes per week • Castle Court Home for Older People, Swadlincote**

Part Time • Fixed Term - Due to the current COVID-19 situation March 2021 • Adult Social Care and Health

As a Senior Care Worker you will work alongside care staff providing leadership and mentoring support. Under the direction of the Unit and Deputy Unit Managers, you will be responsible for allocating day to day tasks within the care team, administering medication, delivering all aspects of personal care and personal service planning with an emphasis on person centred care. You will be required to promote good practice and deliver high quality care and support to residents with a range of care and support needs.

Excellent communication skills both written and oral are required to promote teamwork and deliver quality handovers for each shift. You will be the senior person on duty for intervals during the working day and will be required to offer support and guidance appropriate to the grade. Full training will be provided appropriate to the level of the post.

We are looking to recruit individuals to work a mixture of shifts, including weekends and Bank Holidays.

If you are looking for a rewarding role that offers flexible working hours, good rates of pay, free uniform, high quality training and supports the community, then please apply for this role. It's your chance to make a difference to local peoples' lives. We will pay for a Disclosure and Barring Service (DBS) check, as well as provide full Personal Protective Equipment (PPE).

Closing Date 17 January 2021**Care Worker****JOB/20/03444****Grade 5 £15,606.48 - £15,918.12 per annum • 30 hours and 30 minutes per week • Castle Court Home for Older People, Castle Gresley**

Part Time • Permanent • Adult Social Care and Health

We are recruiting a Care Worker 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 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 do not 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.

Closing Date 24 January 2021

Care Worker**JOB/20/03445****Grade 5 £11,344.68 - £11,571.12 per annum • 22 hours and 10 minutes per week • Rowthorne Care Home, Swanwick**

Part Time • Permanent • Adult Social Care and Health

We are recruiting a Care Worker 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 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 would like to hear from you.

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.

Provisional Interview Date: 2 February 2021

Closing Date 24 January 2021**Senior Care Worker****JOB/20/03446****Grade 7 £10.75 - £11.73 per hour • As and when required • The Grange Home for Older People, Eckington**
No Guaranteed Hours • Relief • Adult Social Care and Health

The successful applicant will work alongside care staff and provide leadership and mentoring support to them whilst delivering all aspects of personal care. You will be responsible for allocating day to day tasks within the care team, administering medication and personal service planning with an emphasis on person centred care, under the direction of the Unit and Deputy Unit Managers. You will be required to promote good practice and deliver high quality care and support to residents with a range of care and support needs.

Excellent communication skills both written and oral are required to promote teamwork and deliver quality handovers for each shift. You will be the senior person on duty for intervals during the working day and will be required to offer support and guidance appropriate to the grade. Full training will be provided appropriate to the level of the post. We are looking to recruit an individual to work two shifts covering a mixture of early and late shifts.

The job may require unsocial hours working including weekends and Bank Holidays. Payment arrangements will be detailed in any contract offer made.

Provisional Interview Date: 25 January 2021

Closing Date 17 January 2021

Senior Care Worker**JOB/20/03447****Grade 7 £14,577.48 - £15,898.56 per annum • 26 hours per week • Goyt Valley House, New Mills**

Part Time • Fixed Term - Covering for secondment 12 months from being in post • Adult Social Care and Health

The successful applicant will work alongside care staff and provide leadership and mentoring support to them whilst delivering all aspects of personal care. You will be responsible for allocating day to day tasks within the care team, administering medication and personal service planning with an emphasis on person centred care, under the direction of the Unit and Deputy Unit Managers. You will be required to promote good practice and deliver high quality care and support to residents with a range of care and support needs.

Excellent communication skills both written and oral are required to promote teamwork and deliver quality handovers for each shift. You will be the senior person on duty for intervals during the working day and will be required to offer support and guidance appropriate to the grade. Full training will be provided appropriate to the level of the post.

We are looking to recruit an individual to work two shifts covering a mixture of early and late shifts.

Provisional Interview Date: 26 January 2021

Closing Date 17 January 2021

Care Worker**JOB/20/03448****Grade 5 £7,675.44 - £7,828.68 per annum • 15 hours per week • Holmlea Home for Older People, Tibshelf**

Part Time • Permanent • Adult Social Care and Health

We are recruiting a Care Worker 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 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 would like to hear from you.

You do not 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.

Provisional Interview Date: 12 February 2021

Closing Date 24 January 2021

Care Worker**JOB/20/03451****Grade 5, £15,350.88 - £15,657.36 per annum • 30 hours per week • Lady Cross House Home for Older People, Sandiacre**

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

Provisional Interview Date: 21 January 2021.

Closing Date 17 January 2021**Deputy Unit Manager****JOB/20/03455****Grade 10 £14.87 - £16.50 per hour • As and when required • Hazelwood Home for Older People Ilkeston**

No Guaranteed Hours • Relief • Adult Social Care and Health

The successful applicant will be responsible for assisting in the management of operational activities, supervising staff and managing resources including budgets. Supervisory and administrative skills are essential.

Knowledge of residential care issues and relevant legislation is required together with experience of working with older people in residential care. Must hold NVQ Level III Health & Social Care (Adults).

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

The job may require unsocial hours working including weekends and Bank Holidays. Payment arrangements will be detailed in any contract offer made.

Saturday and Sunday hours will be paid at plain time where it is part of your normal working pattern unless it is between 7.00pm and 7.00am, where enhanced rates of pay apply. Enhanced pay rates are paid for Bank Holiday working.

Provisional Interview Date: 2 February 2021

Closing Date 24 January 2021

Social Worker**JOB/20/03457**

Grade 9 - 11 £20,602.44 - £28,923.96 per annum • 29 hours and 36 minutes per week • South Derbyshire District Council (DCC), Civic Way, Swadlincote
Part Time • Permanent • Adult Social Care and Health

We are looking for a qualified Social Worker to join the South Derbyshire North Field Social Work Team. The successful candidate will have experience of working in an Adult Social Work team to provide assessment under the Care Act 2014 with people with a variety of care and support needs in a variety of settings. To be able to demonstrate an ability to work in a person Centred and strengths based approach to achieve the ideal outcomes with people will be an asset. The candidate will need to have a knowledge of the current legislation, policy and procedures that underpin good practice.

The successful candidate will contribute to the team's responsibility to ensuring close working with partners in statutory and voluntary organisations to plan safe and timely discharges from acute and community hospitals and to ensure people are kept safe in the community.

Closing Date 24 January 2021

Senior Care Worker**JOB/20/03458**

Grade 7, £10.75 - £11.73 per annum • As and when required • Hazelwood Home for Older People, Ilkeston

No Guaranteed Hours • Relief • Adult Social Care and Health

The successful applicant will work alongside care staff and provide leadership and mentoring support to them whilst delivering all aspects of personal care. You will be responsible for allocating day to day tasks within the care team, administering medication and personal service planning with an emphasis on person centred care, under the direction of the Unit and Deputy Unit Managers. You will be required to promote good practice and deliver high quality care and support to residents with a range of care and support needs.

Excellent communication skills both written and oral are required to promote teamwork and deliver quality handovers for each shift. You will be the senior person on duty for intervals during the working day and will be required to offer support and guidance appropriate to the grade. Full training will be provided appropriate to the level of the post.

We are looking to recruit an individual to work two shifts covering a mixture of early and late shifts. The job may require unsocial hours working including weekends and Bank Holidays. Payment arrangements will be detailed in any contract offer made.

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

Provisional Interview Date: 2 February 2021

Closing Date 17 January 2021

Care Worker**JOB/20/03459****Grade 5 £7,675.44 - £7,828.68 per annum • 15 hours per week • Holmlea Home for Older People, Tibshelf**
Part Time • Permanent • Adult Social Care and Health

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.

Please note that if you already work in another health and social care setting (e.g. another care home, home care provider or hospital ward) and intend to remain in that job, we will be unable to offer you a post with us at the moment. This is due to Public Health England guidance that advises care staff should not move between facilities due to the risk of transferring coronavirus.

Provisional Interview Date: 8 February 2021

Closing Date 24 January 2021

Caretaking/Cleaning/Security

Domestic**JOB/20/03009****Grade 3 £7,377.12 per annum • 15 hours per week • Castle Court Home for Older People, Swadlincote**
Part Time • Permanent • Adult Social Care and Health

You will be responsible for contributing to the cleanliness of the care home by providing a comfortable, safe and hygienic environment for residents and staff. Knowledge of health and safety is required.

If you're looking for either a short or longer term rewarding role that offers flexible working hours, good rates of pay, free uniform and high quality training, then please apply for this role. It's your chance to make a difference to local people's lives.

Closing Date 17 January 2021

Catering

Catering Assistant**JOB/20/02750****Grade 2 £9.25 per hour • As and when required • Gernon Manor Home for Older People, Bakewell**
No Guaranteed Hours • Relief • Adult Social Care and Health

You will be working in a busy production kitchen preparing, cooking and serving meals to the service users.

Closing Date 24 January 2021

Catering Supervisor**JOB/20/02751****Grade 5 £9.81 - £10.01 per hour • As and when required • Gernon Manor Home for Older People Bakewell**
No Guaranteed Hours • Relief • Adult Social Care and Health

Working as part of the catering team to include general kitchen duties, food preparation, 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 preplanned 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.

Closing Date 24 January 2021**Catering Assistant****JOB/20/03312****Grade 2 £9,553.32 per annum • 23 hours and 45 minutes per week, 38 weeks per year • Renishaw Primary School, Renishaw**

Part Time • Permanent • Childrens Services

You will be working as part of a team in a busy school kitchen assisting with the preparation, cooking and service of the lunchtime meals to a number of pupils daily together with associated washing up and cleaning duties.

It is essential that you can demonstrate a flexible attitude to work, have knowledge of the principles of food hygiene, storage and service and have good interpersonal skills appropriate to a school environment. If you do not already hold NVQ II Food Hygiene you will be required to successfully complete it upon appointment. The hours will be worked during term time only.

Provisional Interview Date: 15 January 2021

Closing Date 10 January 2021**Catering Manager****JOB/20/03430****Grade 10 £28,6820 - £31,832 per annum • 37 hours per week • Chatsworth Hall, Matlock**

Full Time • Permanent • Childrens Services

Derbyshire County Council Catering Service is one of the largest specialist education caterers in the country. Providing around 60,000 meals a day to nursery, infant, junior and secondary aged children.

We are looking to recruit a suitably qualified and experienced Operational Catering Manager who will support the designated Catering Service Manager in providing operational support to secondary school establishments that are included within the contract / service. The successful candidate will bring a strong commercial insight into the role and possess the skills, and "can do attitude" to drive customer requirements. It is important to us that you share our social values for making a positive difference to our customers by being able to demonstrate you possess excellent customer care skills. You will be able to build effective client relationships by liaising with school business managers and student councils through various communication.

As well as having excellent presentation and communication skills, you will be able to demonstrate a real passion for food and current food trends, whilst also having knowledge of childhood obesity/healthy schools strategies, and environmental challenges. You will also possess the ability to recognise business development potential and to maximise catering opportunities. You will have excellent people management skills and be able to manage, develop and motivate diverse teams. Managing resources including budgets are essential to this post.

Provisional Interview Date: February 2021

Closing Date 24 January 2021

Childrens Social Care/Social Work

Assistant Early Help Practitioner

JOB/20/00678

Grade 5 £18,933 - £19,311 per annum • 37 hours per week • Buxton Childrens Services Area Office

Full Time • Permanent • Childrens Services

Working to 'Think Family' principles, we are looking to appoint enthusiastic and flexible individuals to join the High Peak and North Dales Early Help Team, based at Glossop or Buxton.

The successful applicants will be able to demonstrate that they have the skills, knowledge and experience to provide practical support to children and families with a wide range of complex and often challenging needs, the ability to build trust and confidence with vulnerable families, to work as part of a team and to 'Think Family' in their engagement with families and follow safeguarding procedures.

Provisional Interview Date: 22 January 2021

Closing Date 10 January 2021

Early Help Practitioner (Youth) (2 Posts)

JOB/20/03279

Grade 8 £23,250 - £25,128 per annum • 37 hours per week • Connexions, Rink House, Swadlincote

Full Time • Permanent • Childrens Services

We have an exciting opportunity for two Early Help Practitioner (Youth) positions based within Swadlincote and covering South Derbyshire and Dales.

The successful applicants will undertake work with children and families, undertaking assessments of the whole family and individuals in terms of assessing risk and providing an appropriate service. There is a requirement of excellent interpersonal skills and the ability to engage young people within group and community settings in the delivery of programmes.

The role includes assisting the Early Help Senior Practitioner in the efficient and effective delivery of Children's Services. Demonstrating and championing evidence based practice and embedding Derbyshire's operating model into all early help practice in order to improve outcomes for children, young people and families. Derbyshire County Council is committed to providing Early Help services to the most vulnerable children to prevent risk of harm or breakdown in their family situation.

The Early Help workforce are responsible for creating and maintaining effective partnerships between the local authority, health, schools and the voluntary sector. Some of the best early help arrangements in the country are based on strong partnership models, and that's what we want to build on here in South Derbyshire.

Our Childrens Services are rated 'good' by Ofsted and we work hard to ensure that our employees have the time and resources they need to deliver good outcomes for children and families. Our vision means working creatively to inspire and empower children, young people and their families to be the best they can be.

Provisional Interview Date: 1 February 2021

Closing Date 10 January 2021

Independent Reviewing Officer**JOB/20/03345****Grade 13 £41,782 - £45,362 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Childrens Services

A full time Independent Reviewing Officer post has become vacant in Derbyshire providing a rare opportunity for others to join an established team of IROs. This is a key role in quality assuring the care plans and interventions for children looked after.

Derbyshire established their Independent Reviewing Officer (IRO) service in 1999 and the team was greatly expanded in 2012.

These are exciting times as Derbyshire continues its commitment and investment in social work.

The current team work flexibly without a team base, and have regular access to training through the regional development days, team meetings and other local opportunities.

The IRO service benefits from the involvement of a well- resourced Virtual school, specialist health support, and locality children in care teams and the opportunity to continue supporting the young people through to adult life.

In addition to these excellent developments we offer the opportunity to live and work in an area of outstanding natural beauty which includes the Peak District National Park, Chatsworth House, the rolling Derbyshire Dales and the beautiful towns of Bakewell, Ashbourne and Matlock. Derbyshire is also in a unique position placed in close proximity to the major cities of Manchester, Sheffield, Nottingham and Derby.

Applicants must be registered with Social Work England as a Social Worker and are required to have at least 2 years management experience. Additionally you will need to be a car driver and have access to a car. A DBS check is also required.

If you require more details please contact Chris Lavelle on 07789 948676

Provisional Interview Date: 22 January 2021

Closing Date 11 January 2021

Independent Reviewing Officer**JOB/20/03346****Grade 13 £41,782 - £45,362 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term - Due to parental leave for 6 months from 8 February 2021 • Childrens Services

A full time Independent Reviewing Officer post has become vacant in Derbyshire providing a rare opportunity for others to join an established team of IROs. This is a key role in quality assuring the care plans and interventions for children looked after.

Derbyshire established their Independent Reviewing Officer (IRO) service in 1999 and the team was greatly expanded in 2012.

These are exciting times as Derbyshire continues its commitment and investment in social work.

The current team work flexibly without a team base, and have regular access to training through the regional development days, team meetings and other local opportunities.

The IRO service benefits from the involvement of a well- resourced Virtual school, specialist health support, and locality children in care teams and the opportunity to continue supporting the young people through to adult life.

(For further information please see overleaf)

In addition to these excellent developments we offer the opportunity to live and work in an area of outstanding natural beauty which includes the Peak District National Park, Chatsworth House, the rolling Derbyshire Dales and the beautiful towns of Bakewell, Ashbourne and Matlock. Derbyshire is also in a unique position placed in close proximity to the major cities of Manchester, Sheffield, Nottingham and Derby.

Applicants must be registered with Social Work England as a Social Worker and are required to have at least 2 years management experience. Additionally you will need to be a car driver and have access to a car. A DBS check is also required.

If you require more details please contact Chris Lavelle on 07789 948676

Provisional Interview Date: 22 January 2021

Closing Date 11 January 2021

Occupational Therapist

JOB/20/03416

Grade 11 £32,913 - £36,155 per annum • 37 Hours per week • Polygon Centre, Alfreton

Full Time • Fixed Term - Due to finite funding 12 months from commencement of contract • Childrens Services

An exciting opportunity has arisen within Derbyshire County Councils Disabled Children's Service for a qualified and HCPC registered Occupational Therapist.

This is a temporary post for 12 months covering the Chesterfield area only.

Derbyshire is an enterprising council with a strong leadership, skilled workforce that nurtures a culture for learning, achievement and improvement. The council's ambition is for our children's services to achieve and sustain positive outcomes for children and young people and to improve their physical, social and emotional wellbeing and safety. We see this post as both challenging and exciting, enabling you to be based within the Safeguarding and Specialist Disabled Children's Services which comprises of Paediatric Occupational Therapists, Community Care Worker's, Practice Supervisors, Team Managers, and Business Services based at The Polygon Centre in Alfreton.

The paediatric OT service provides assessment of disabled children's needs in the community (home environment) in relation to potential need for major and minor adaptations, as well as specialist equipment provision and moving and handling advice. OT's refer to district and borough councils for DFG funding and work closely with specialist equipment providers.

You will be supported by an experienced management team who are committed to good support, advice, supervision and a nurturing team ethos. We are committed to capturing the child's voice and journey through our work with a 'children first' approach which incorporates the social model of disability, social inclusion principles, anti-oppressive practice and person centred ways.

If you would like to talk to someone informally about this post please ring and ask for one of our Team service managers on 01629 531780 or 01629 537600

Provisional Interview Date: 4 February 2021

Closing Date 17 January 2021

Night Care Assistant**JOB/20/03354**

Grade 5 £17,013.24 - £17,352.84 per annum A temporary *market supplement of £1,024 per annum (pro rata for part time hours) is currently payable to 31 March 2021 • 33 hours and 15 minutes per week • Peak Lodge - The Willows, Stockport

Part Time • Permanent • Childrens Services

Peak Lodge is a purposed 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 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 are looking to recruit wake night care assistants working hours will be 10:15 pm – 7:45 am five days on and five days off alternate weeks four days on and five days off.

The Managers are available to discuss role and responsibilities of the advertised post. We would welcome any applicants to request an appointment visit Peak Lodge.

Contact: Alison Jones Tel: 016295 33859 or Tina Gray Tel: 016295 33861

The Job will include working unsocial hours, including weekend and bank holidays.

Market Supplement:

A temporary *market supplement of £1,024 per annum (pro rata for part time hours) is currently payable to 31 March 2021

Plain/enhanced hours	Basic hourly rate	Unsocial hours enhancement	Market supplement	Total hourly rate
Monday to Sunday 7am-7pm: plain time	£9.81-£10.01/hr	£0	£0.53/hr	£10.34 - £10.54
Monday to Sunday 7pm-7am: plain time plus one third	£9.81-£10.01/hr	£3.27-£3.34/hr	£0.53/hr	£13.61-£13.88
Bank Holidays all hours: double time	£9.81-£10.01/hr	£9.81-£10.01/hr	£0.53/hr	£20.15-£20.55

*A temporary market supplement is attached to this post, which is a separate payment in addition to the normal salary. A review of market conditions will be carried out 6 months prior to the proposed end date to establish if the market supplement should continue. Where a market supplement payment is due to be withdrawn or changed, all affected employees will receive contractual notice of one month.

Closing Date 10 January 2021

Grade 12 £37,263 - £40,589 per annum • 37 hours per week • County Hall,**Matlock**

Full Time • Permanent • Childrens Services

Purpose of this role:

- Provide practice supervision on all case work (group and one to one).
- Personal supervision to Community Care Workers in the Central Placements team.
- Provide efficient and effective delivery of Children's Services placement finding Service. Undertake a professional practice lead role within the Central Placements Team.
- Ensuring effective systems and good professional relationships.
- Providing strong professional leadership for the Central Placements Team Demonstrate and champion systemic practice and embed Derbyshire's operating model into all Social Worker practice in order to improve outcomes for children.
- Young people and families.

Key result areas include:

- Effective placement planning for children avoiding frequent moves and advocating time for introductions etc.
- Operate systems to ensure that the team know of vacancies and can make the most appropriate matches bearing in mind issues such as: children's needs; skills of foster carers; geography etc.
- Work with colleagues in the team and across the county to be able to provide the best possible placements for children needing them.
- Attend meetings to consider best planning for children and the development of the service.
- Liaise with colleagues in the Department and other agencies about appropriate placements, use of independent fostering agencies etc.
- Champion and advise on the application of systemic social work practice and Derbyshire's Operating Model.
- Effectively manage the case workflow and provide ongoing reflective practice supervision to achieve best practice in line with current research and policy.
- Work with partners to provide independent scrutiny and oversight in planning for children to ensure Child is safe and positive outcomes are achieved.
- Contribute to regular reports on performance and practice of Central Placements Team to operational management teams, Principal Social Worker and other internal and external agencies as necessary to identify any areas to improve upon.
- Ensure there are clear and accurate assessments of the needs of children needing a care placement in line with statutory guidance.
- Provide specialist and expert advice to front line practitioners in the area of placement planning. • Promote and continuously develop integrated working practice with the Early Help Service and partners agencies.
- Contribute to the continuous learning and development of practice across the County including the development, delivery and evaluation of training.
- Ensure the effectiveness of training programmes. • Contribute to the development and delivery of the service plan objectives.

Key relationships: Heads of Service (Early Help and Safeguarding Service) Children's Services Senior Management Team, Team Managers, Internal Partners e.g. Adult Social Care and Youth Offending Team, All Children's Social Work Staff across the county, Principal Social Worker Children and Young People, Families Foster Carers, External Partners/Agencies, Workforce Development Team, National professional bodies, Funding bodies - Local and regional, HE providers and Locality Childrens Services.

Partnerships Responsible to: Fostering Operational manager.

The interview will be conducted virtually via Microsoft Teams and will include formal interview questions.

Provisional interview date: 27 January 2021

Closing Date 10 January 2021

Head of Service Early Help**JOB/20/03399****Grade 15, £54,456 - £59,914 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Childrens Services

Our amazing children and young people, and our highly motivated children's workforce, make Derbyshire an energetic, exciting and friendly place in which to live and work. You will be based in one of the most beautiful areas of the country – Derbyshire has rugged moorlands and limestone dales with historic market towns and pretty villages. It is home to the Peak District National Park which is the world's second most visited National Park, attracting tourists and those who enjoy the great outdoors.

Following the establishment of a new Head of Service post in children's services, an exciting opportunity has arisen for a dynamic, innovative and motivated individual to join Derbyshire County Council as Head of Service for Early Help.

This post will have a crucial role to play in the strategic leadership of early help services across Derbyshire, this includes management responsibility for early help teams, children's centres and the early help Transition Team. Working closely with colleagues from across children's social care and specialist services, and together with key stakeholders, you will ensure the effective delivery of services to children across the spectrum of early help.

We are looking for an experienced and committed leader who has high aspirations for children and young people, who can motivate teams, is familiar with agile working and who can work at pace. Knowledge of key agendas in children's services is crucial alongside evidence of your strategic work alongside key partners. You must be committed to continuous service improvement, ensuring the views of parents and children remain at the heart of decision making. You will have experience of working within a diverse community and be able to maintain high quality practice while prioritising competing demands.

Applicants will have substantial leadership and management experience and hold a related degree or equivalent qualification (e.g. Social Work, Probation, Youth Work, Teaching, Nursing). A management qualification is desirable.

You will join an experienced and stable management team which benefits from strong peer support. For further information about this role, please contact Pete Lambert, Assistant Director – Early Help and Safeguarding via his PA – helen.finney@derbyshire.gov.uk

Provisional interview date: 28 January 2021 (*please note this is provisional and subject to change*)

Closing Date 17 January 2021

Occupational Therapist**JOB/20/03419****Grade 11 £16,456.56 - £18,077.53 per annum • 18 hours and 30 minutes per week • Polygon Centre, Alfreton**

Part Time • Fixed Term - Due to finite funding 12 months from commencement of contract • Childrens Services

An exciting opportunity has arisen within Derbyshire County Councils Disabled Children's Service for a qualified and HCPC registered Occupational Therapist.

This is a temporary post for 12 months covering North East Derbyshire and Bolsover areas only.

Derbyshire is an enterprising council with a strong leadership, skilled workforce that nurtures a culture for learning, achievement and improvement. The council's ambition is for our children's services to achieve and sustain positive outcomes for children and young people and to improve their physical, social and emotional wellbeing and safety.

We see this post as both challenging and exciting, enabling you to be based within the Safeguarding and Specialist Disabled Children's Services which comprises of Paediatric Occupational Therapists, Community Care Worker's, Practice Supervisors, Team Managers, and Business Services based at The Polygon Centre in Alfreton.

(For further information please see overleaf)

The paediatric OT service provides assessment of disabled children's needs in the community (home environment) in relation to potential need for major and minor adaptations, as well as specialist equipment provision and moving and handling advice. OT's refer to district and borough councils for DFG funding and work closely with specialist equipment providers.

You will be supported by an experienced management team who are committed to good support, advice, supervision and a nurturing team ethos. We are committed to capturing the child's voice and journey through our work with a 'children first' approach which incorporates the social model of disability, social inclusion principles, anti-oppressive practice and person centred ways.

If you would like to talk to someone informally about this post please ring and ask for one of our Team service managers on 01629 531780 or 01629 537600

Provisional Interview Date: 4 February 2021

Closing Date 17 January 2021

Occupational Therapist **JOB/20/03421**

Grade 9 £12,876.48 - £13,814.52 per annum, Grade 11 £16,456.56 - £18,077.52 per annum • 18 hours and 30 minutes per week • Polygon Centre, Alfreton
Part Time • Permanent • Childrens Services

An exciting opportunity has arisen within Derbyshire County Councils Disabled Children's Service for a qualified and HCPC registered Occupational Therapist. Derbyshire is an enterprising council with a strong leadership, skilled workforce that nurtures a culture for learning, achievement and improvement. The council's ambition is for our children's services to achieve and sustain positive outcomes for children and young people and to improve their physical, social and emotional wellbeing and safety.

We see this post as both challenging and exciting, enabling you to be based within the Safeguarding and Specialist Disabled Children's Services which comprises of Paediatric Occupational Therapists, Community Care Worker's, Practice Supervisors, Team Managers, and Business Services based at The Polygon Centre in Alfreton.

The paediatric OT service provides assessment of disabled children's needs in the community (home environment) in relation to potential need for major and minor adaptations, as well as specialist equipment provision and moving and handling advice. OT's refer to district and borough councils for DFG funding and work closely with specialist equipment providers. The OT team also provide support to the disability fostering service.

You will be supported by an experienced management team who are committed to good support, advice, supervision and a nurturing team ethos. We are committed to capturing the child's voice and journey through our work with a 'children first' approach which incorporates the social model of disability, social inclusion principles, anti-oppressive practice and person centred ways.

If you would like to talk to someone informally about this post please ring and ask for one of our Team Service Managers on 01629 531780 or 01629 537600.

Provisional Interview Date: 4 February 2021

Closing Date 24 January 2021

Social Worker**JOB/20/03426****Grade 9-11 £25,753 - £36,155 per annum • 37 hours per week • Countywide**

Full Time • Permanent • Childrens Services

An exciting opportunity has arisen to join the Childrens Adoption and Permanence Team. There is currently one vacant social work position in the team. The team offers a countywide service with a flexibility to work out of a number of offices when we return to more normal times.

We are looking for a qualified Social Worker with experience of children and families social work and ideally some experience of adoption social work.

The successful candidate would join a team of experienced social workers led by a manager with extensive adoption experience. The team have a great passion and desire to achieve the best outcomes for children and this is reinforced by the strength of knowledge across the team.

We would absolutely welcome someone who shares this passion and desire for the children we work for.

If you need to ask anything more before applying for this position please contact either

jason.swan@derbyshire.gov.uk or Christy.knowles@derbyshire.gov.uk

Closing Date 17 January 2021

Conservation/Environment

Rights of Way Assistant (2 Posts)**JOB/20/03350****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • Highways Depot Darley Dale**

Full Time • Permanent • Economy, Transport and Environment

You'll support the service, which manages 3,250 miles of rights of way, by carrying out a range of duties including liaising with a wide range of stakeholders involved with rights of way. We are looking for people with experience in enforcement/maintenance activities and also Public Path Orders, including expertise in the managing the Definitive Map and Statement.

Closing Date 17 January 2021

Technical Assistant Rights of Way**JOB/20/03360****Grade 6 £19,697 - £20,145 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll support the service, which manages 3,250 miles of rights of way, by preparing plans, processing temporary closures and working on a variety of statutory duties relating to the Definitive Map and Statement, including record keeping.

Closing Date 17 January 2021

Executive Appointments

Executive Director, Place

JOB/20/03277

Grade 20 - £117,869 to £129,655 per annum • 37 Hours per week • County Hall, Matlock

Full Time • Permanent • Economy, Transport and Environment

We're truly ambitious about building on our success to date and becoming a much more modern and effective council. We are focused on delivering best in class services that help make opportunities for our residents and community, as well as a great place to live and work. We're also committed to improve and reform both our services and our culture to meet our communities' changing needs.

As the Executive Director for Place you'll be a key member of the executive leadership team and corporate management team, have excellent strategic leadership skills and be able to lead, influence and motivate employees successfully through change, while maintaining a strong performance culture.

You will have strong partnership skills that will enhance the Place role in helping to shape the development of the Derbyshire economy, especially in the delivery of economic recovery planning and proposals post covid. You'll play a key role in our move to being recognised as an 'enterprising council', shaping the organisation to expand our range of delivery models, tackling any inefficiencies and being more commercial and proactive with our residents and communities. All this needs to be within the opportunities and challenges posed by Climate Change and you will be at the heart of developing and delivering the strategy and plans to meet our decarbonisation and sustainability goals. You'll have a proven ability to ensure we deliver our key priorities aligned to our Council Plan.

Derbyshire is a wonderful place to live, visit and work. The post will be based at County Hall at Matlock, in the heart of the Derbyshire Dales.

For further information about the role or to arrange an informal conversation with our recruitment partner, Tile Hill, please contact Helen Anderson on 07534 602845 or Greg Hayes on 07423 243415.

To apply please use the following link <https://www.tile-hill.co.uk/job/executive-director-place>

Interview dates: 9th and 10th February 2021

Closing Date 17 January 2021

Human Resources/Personnel

Process Improvement Support Officer

JOB/20/03417

Grade 8 £23,250 - £25,128 per annum • 37 hours per week • County Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

Human Resources are looking to recruit a Process Improvement Support Officer. This post will play a key role in supporting deliver of the Operational Excellence agenda across Human Resources.

The successful candidate will provide support to specific process improvement projects and activities, to help deliver the agreed programme of work within timescales.

They will be responsible for researching, analysing and presenting information in relation to these projects, will assist in the liaison and consultation with stakeholders and manage the co-ordination and dissemination of information to stakeholders.

The successful candidate will have a significant contribution to the establishment, creation and maintenance of standard project and procedure documents across the division.

(For further information please see overleaf)

Applicants should have experience of project management and knowledge and experience of contributing to developing processes and procedures.

They should possess a relevant programme/project management or process improvement qualification or relevant experience of the same.

Interviews are likely to be conducted via Microsoft teams and arrangements will be confirmed with candidates.

Provisional Interview Date: 27 January 2021

Closing Date 17 January 2021

Process Improvement Officer **JOB/20/03415**

Grade 10 £28,682 - £31,832 per annum • 37 hours per week • County Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

Commissioning, Communities and Policy seek to recruit a highly motivated individual to work as a Process Improvement Officer.

This post will play a key role in supporting deliver of the Operational Excellence agenda across Human Resources. The successful candidate will support in the ongoing development and delivery of a rolling process improvement plan across the department, proactively identifying improvement opportunities and non-value added activity and ensuring buy in from all stakeholders that result in sustained improvement in the delivery of departmental services. They will provide business analysis using tools such as Value Stream Mapping, Process maps/flowcharts, 5S, Kaizen, DMAIC, DMADV, Cause and Effect Analysis, SIPOC Analysis etc. to identify process improvement opportunities and forecast benefits from identified solutions.

The role will also contribute to upskilling departmental colleagues through coaching, formal interventions and training, to create a culture of continuous improvement and embed process improvement tools and approaches. The successful candidate will engage in horizon scanning to identify best practice and maintain an awareness and understanding of current and future developments within identified departmental projects with regards to process improvement, recommending policies and procedures to support developments as necessary, and supporting process automation.

Applicants should have significant experience in undertaking a Process Improvement or similar role and be qualified with a Lean Six Sigma Green Belt or equivalent supported by relevant experience.

Interviews are likely to be conducted via Microsoft teams and arrangements will be confirmed with candidates.
Provisional Interview Date: 19 January 2021

Closing Date 17 January 2021

Maintenance/Construction/Property Services

Roadworker/Driver (16 Posts) **JOB/20/03171**

Grade 7 £20,745 - £22,625 per annum • 37 hours per week • Chesterfield, Darley Dale, Ambergate and Willington

Full Time • Permanent • Economy, Transport and Environment

You'll assist in carrying out a range of highway maintenance activities on all aspects of planned work, including adverse weather operations (winter gritting and snow clearing), during normal working hours and out of hours. We've 16 jobs available across the county. Posts will be available in External/Subcontract Works, Capital Projects and Maintenance and Construction. The bases will be at either Ambergate, Darley Dale, Chesterfield or Willington. Please state on your application where you'd prefer to be based.

Closing Date 17 January 2021

Project Chargehand (10 Posts)**JOB/20/03172****Grade 9 £25,753 - £27,629 per annum • 37 hours per week • Chesterfield, Ambergate, Darley Dale or Willington**

Full Time • Permanent • Economy, Transport and Environment

We've got ten Project Chargehand vacancies working on and supervising maintenance and new construction works across the county.

You'll supervise and carry out a range of highway maintenance activities on all aspects of planned work, including adverse weather operations (e.g. winter gritting and snow clearing), during normal working hours and out of hours. There are posts in Capital Projects and Maintenance and Construction. Your bases will be either Ambergate, Darley Dale, Chesterfield or Willington. Please state where you'd prefer to be based on your application form.

Closing Date 17 January 2021**Senior Technician-Maintenance Programme****JOB/20/03367****Grade 10 £28,682 - £31,832 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll support with the management of the highway maintenance function throughout the county, leading and supporting team members including Technicians, Trainees and Apprentices to ensure the Council delivers its duties and responsibilities. You will support the team in delivering high quality maintenance projects on time and within budget.

Closing Date 17 January 2021**Technician - Maintenance Programmes****JOB/20/03375****Grade 8, £23,250 - £25,128 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Economy, Transport and Environment

You'll assist with the delivery of highway maintenance works programmes for various work activities throughout the county, supporting the Council as Highway Authority, to maintain the highway and provide a safe and reliable highway network for all users.

Closing Date 17 January 2021**Technician - Maintenance Programmes****JOB/20/03377****Grade 8 £11,625 - £12,564 per annum • 18 hours and 30 minutes per week • County Hall, Matlock**

Part Time • Permanent • Economy, Transport and Environment

You'll assist with the delivery of highway maintenance works programmes for various work activities throughout the county, supporting the Council as Highway Authority, to maintain the highway and provide a safe and reliable highway network for all users.

Closing Date 17 January 2021

Mechanical Services Engineer

JOB/20/03391

Grade 11 £32,913 - £36,155 per annum • 37 hours per week • Chatsworth Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

We require a small works Mechanical Services Design Engineer, with knowledge of public buildings and schools design - new build and refurbishment - to join our busy multi-disciplinary design team in based in Chatsworth Hall, Matlock Derbyshire. Projects will range up to £100k.

Working in local government is a highly satisfying and rewarding experience in so many ways, and you will enjoy an excellent range of benefits at Derbyshire County Council.

We recognise that our workforce are our greatest asset and we are currently looking for inspired and proactive people who are committed to new ways of thinking and working.

As a Design Engineer, you'll be working within a dynamic, challenging and stimulating environment, with the opportunity to apply your growing knowledge and expertise to a wide range of exciting projects.

You will work alongside in-house multi-disciplinary consultants. Duties will include:

- Ability to assist in the day to day office organisation of the design team
- To assist with the programming of engineering work for design engineers and monitoring performance
- To assist the Engineering Manager with the development of office Quality Assurance, procedures and policies, to ensure effectiveness in the management of engineering design services
- Produce designs for lighting, power, and distribution systems, data distribution, and incoming statutory services.
- Inspecting and assessing existing buildings and report with regards to condition of services installations
- Provide expert professional advice regarding the suitability of existing buildings with regards to proposed development or change of use including assessment of existing services capacities
- Provide expert professional advice in the event of emergency incidents. This may include an out of hour's response
- Proficient in the use of AutoCAD and Hevacomp • The ability to travel is essential to this post

In return for your commitment, we can offer you:

- A supportive working environment
- Continuing professional development
- Flexible working hour's scheme that gives the ability for additional time off
- Competitive salary
- Membership of the Local Government Pension Scheme
- Generous holiday entitlement

If you would like further information about this post please contact Christopher Martin on 01629 536357

Provisional Interview Date: 4 February 2021

Closing Date 10 January 2021

Technician - Estimates and Quantity Surveying (4 Posts)**JOB/20/03401****Grade 8, £23,250 - £25,128 per annum • 37 hours per week • Various**

Full Time • Permanent • Economy, Transport and Environment

You'll assist in the implementation and management of the programme of all planned work, attending site, providing cost estimates and valuations of additional work.

One post will be located at each depot – Darley Dale/Chesterfield/Chapel-en-le-Frith/Willington. Please state where you'd prefer to be based on your application form.

Closing Date 17 January 2021**Landscape Operative****JOB/20/03436****Grade 6 £19,697 - £20,145 per annum • 37 hours per week • Chesterfield Depot, Sheffield Road,**

Full Time • Permanent • Commissioning, Communities and Policy

An exciting opportunity has arisen for a highly motivated and suitably qualified operative to join a well-established Landscape Construction team.

Due to changing work demands we are looking for someone who can carry out tree and landscape construction operations on schools, DCC establishments and highways to a high level with minimal supervision in a team of three.

The successful candidate should have NPTC CS30,31,38 and chipper and or NPTC mini digger and dumper, Cat and gen and Signing and Guarding as a minimum or suitable equivalent qualifications and be expected to be flexible in the duties they are to carry out dependent on workload.

Closing Date 17 January 2021

Management

Landscape Operative**JOB/20/03436****Grade 14 £47,181 - £52,640 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term - Due to finite funding Six months from start date • Childrens Services

An exciting opportunity has arisen in the Commissioning and Transformation Section. We are looking to appoint a highly motivated Head of Service for Programme Management with demonstrable success in leading large projects and programmes of work to deliver transformational change.

Responsible for managing a diverse programme of projects within the Children's Services Department's portfolio, the Head of Service will work closely with internal and external partners to develop new ways of targeted working towards delivering against the key outcomes of our Enterprising Council Strategy and Departmental Plan.

The ideal candidate will be positive, self-motivated and decisive, and able to lead, challenge and drive new initiatives forward at pace to maximise results and outcomes for Derbyshire. They will have experience of working with recognised Project Management methodologies and possess excellent stakeholder management skills. They will also need to be comfortable leading on complexity and have a clear outcomes focused vision.

The Head of Service will lead a dynamic and highly collaborative team working together and empowered to deliver change with real impact. The role offers genuine opportunity to influence and the freedom to define deliverables focusing on outcome-based measures of success.

(For further information please see overleaf)

As a Council we are currently reviewing our approach to transformation and this post is offered on a temporary/fixed term basis for up to 6 months in the first instance. We are open to considering internal and external secondments (with line manager permission) or fixed term arrangements. The ideal candidate will be available with flexible availability.

We offer the following reward package:

- Competitive salary
- Local Government Pension Scheme
- Flexible working
- Continued professional development
- Generous holidays

You will also be based in one of the most beautiful areas of the Country – Derbyshire has rugged moorlands and limestone dales with historic market towns and pretty villages. It is home to the Peak District National Park, attracting tourists and those who enjoy the great outdoors. For more detailed information about the above please contact Dr Isobel Fleming, Service Director, Commissioning and Transformation by contacting lisa.ashcroft@derbyshire.gov.uk to arrange a call. A provisional interview date is arranged on Friday 22 January 2021 and interviews will be held via Microsoft Teams.

Should you wish to apply please ensure you complete all sections of the online form and demonstrate your suitability against the person profile.

Provisional Interview Date: 22 January 2021

Closing Date 17 January 2021

Pensions

Pensions Assistant

JOB/20/03355

Grade 6 £19,697 - £20,145 per annum • 37 hours per week • County Hall, Matlock

Full Time • Permanent • Commissioning, Communities and Policy

Derbyshire County Council, as Derbyshire Pension Fund, administers the Local Government Pension Scheme (LGPS) on behalf of approximately 100,000 Pension Fund members and over 320 participating employers in the Derbyshire area and beyond.

We are looking for someone to join our friendly and inclusive team of pension's administrators and help us to provide a quality administration service to Local Government Pension Scheme members and participating employers.

The successful applicant will be a good communicator who is confident working with data and can demonstrate an ability to work effectively with Microsoft Office programmes.

Pension administration is a complex and constantly changing environment and the successful candidate will need to be able to learn quickly and work well in a busy team.

Benefits include a generous annual leave entitlement, flexitime and membership of the Local Government Pension Scheme.

Provisional Interview Date: Week commencing 25 January 2021

Closing Date 10 January 2021

Pensions Assistant**JOB/20/03357****Grade 6 £19,697 - £20,145 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Fixed Term - Covering for maternity leave • Commissioning, Communities and Policy

Derbyshire County Council, as Derbyshire Pension Fund, administers the Local Government Pension Scheme (LGPS) on behalf of approximately 100,000 Pension Fund members and over 320 participating employers in the Derbyshire area and beyond.

We are looking for someone to join our friendly and inclusive team of pension's administrators and help us to provide a quality administration service to Local Government Pension Scheme members and participating employers.

The successful applicant will be a good communicator who is confident working with data and can demonstrate an ability to work effectively with Microsoft Office programmes.

Pension administration is a complex and constantly changing environment and the successful candidate will need to be able to learn quickly and work well in a busy team.

Benefits include a generous annual leave entitlement, flexitime and membership of the Local Government Pension Scheme.

Provisional Interview Date: Week commencing 25 January 2021

Closing Date 10 January 2021

Senior Pensions Assistant**JOB/20/03358****Grade 8 £23,250- £25,128 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

Derbyshire County Council, as Derbyshire Pension Fund, administers the Local Government Pension Scheme (LGPS) on behalf of approximately 100,000 Pension Fund members and over 320 participating employers in the Derbyshire area and beyond.

Working as part of the Pension Fund team, you will play a key part in the delivery of a comprehensive pension's service to our scheme members and employers.

You will be joining a supportive team who work together to provide Derbyshire Pension Fund's administration service.

Your role will include a wide variety of tasks from liaising with employers who participate in the Fund to calculating and arranging payment of individual member's pension benefits.

We are looking for people who are able to

- demonstrate knowledge about the Local Government Pension Scheme,
- achieve a high level of accuracy and organisation
- work effectively with our pensions software system,
- communicate well to explain complex rules and processes clearly and concisely

Pension administration is a complex and constantly changing environment and the successful candidates will need to be able to learn quickly and manage their own workloads whilst working effectively in a constantly busy team. Benefits include a generous annual leave entitlement, flexitime and membership of the Local Government Pension Scheme.

Provisional Interview Date: Week commencing 25 January 2021

Closing Date 10 January 2021

Public Health

Team Leader - Test & Trace

JOB/20/03449

Grade 7 £20,745 - £22,625 per annum • 37 hours per week • County Hall, Matlock

Full Time • Fixed Term - Due to the current COVID-19 situation 18 months from start date • Adult Social Care and Health

The Public Health Test and Trace Team are looking to recruit two highly motivated Team Leaders to develop, manage and implement appropriate systems and processes for a Covid-19 Test & Trace call handling system and lead a team of call handlers providing effective and efficient contact to those requiring contact tracing.

The service will provide the first point of contact for people diagnosed with COVID-19 and their contacts and undertake interviews by phone and accurately capture all relevant data on the Contact Case Management System. Weekend working will be required.

Provisional Interview Date: 29 January 2021

Closing Date 10 January 2021

Schools and Academies

Administration/Clerical/Customer Service

School Business Officer

JOB/20/03365

Grade 7 £11,796.36 - £12,865.32 per annum • 24 hours per week, 40 weeks per year • Stenson Fields

Primary Community School

Part Time • Permanent

The Governors are seeking to appoint an experienced, professional and dynamic School Business Officer to join their team, starting after February half term. The successful candidate must have;

- previous experience working in a school setting
- strong financial and business management skills
- a very high standard of communication skills
- be hardworking and flexible, and able to use their initiative
- the ability to develop good relationships with children and adults
- a commitment to Safeguarding

Your role will be to work in a busy school setting, alongside a second Business Officer and support the Business Assistant, the site team and the IT functions of the school.

If you would like to know more about the position or the school then please contact Mrs J Sadler, Headteacher Tel: 01332 772452

Provisional Interview Date: Week commencing 18 January 2021

Closing Date 10 January 2021

School Business Officer**JOB/20/03387****Grade 8 £13,452.48 - £14,539.20 per annum • 25 hours per week, 39 weeks per year • Curbar Primary School**

Part Time • Permanent

We are looking for a School Business Officer to work in the school office at Curbar Primary School. Ideally the post holder will work the following hours: Monday to Friday from 8.30am to 1:30pm - but this may be open to negotiation.

We are looking to appoint a self-motivated and experienced individual. The successful candidate will need to demonstrate their passion for excellence in supporting the school to manage its resources effectively. You will have experience of budget setting, budget monitoring and internal financial control systems and an understanding of HR, Safeguarding and Health and Safety. Proven experience and an understanding of school/public sector finance and resource management would be advantageous.

The post offers a great deal of variety with ample opportunity for the post holder to use their own initiative as it involves a wide range of both administrative and financial duties. The ability to work as part of a team is essential, as are excellent interpersonal and organisational skills, a sound knowledge of IT and an ability to work to deadlines/prioritise workload.

As this post involves a great deal of contact with pupils, staff, parents and visitors, it is important that candidates possess excellent communication skills; maintaining confidentiality at all times will be essential.

In return we can offer you the opportunity to work in a vibrant village school with friendly and dedicated staff, charming children and the opportunity to be part of our whole school community.

In our school everyone is valued and has the support of a dedicated team of staff, parents and governors. If you are interested in becoming a key-member of our friendly team then we would love to hear from you; either by a phone call for an informal chat on 01433 630266 or an email to headteacher@curbar.derbyshire.sch.uk. We appreciate all candidates coming to visit the school so please contact either the Headteacher or the school office enquiries@curbar.derbyshire.sch.uk to arrange a suitable time.

Provisional Interview Date: Week commencing 25 January 2021

Closing Date 17 January 2021

School Business Assistant**JOB/20/03393****Grade 6 £7,750.20 - £7,926.48 per annum • 17 hours per week, 39 weeks per year • Ladycross Infant School, Sandiacre**

Part Time • Permanent

The Governing board are looking to appoint a new School Business Assistant, from 22 February 2021 (or earlier if able) to be responsible to the Headteacher and School Business Officer for School Administration The successful applicant will:

- Be an excellent representative and first point of call for our school.
- Effectively undertake a range of general administration and reception duties
- Work alongside, support and be responsible to the School Business Officer

(For further information please see overleaf)

Our school is looking for a Business Assistant who has:

- Great communication skills and demonstrates a friendly helpful disposition
- Proven organisational skills, ICT experience and is efficient in time-management
- Pride in their work, desire to solve problems and support the school community
- A strong team ethos, is willing to share ideas and improve systems
- A willingness to train and engage in continuous professional development.

Our school can offer you

- an effective caring team who will support you in the execution of your duties
- a robust professional development programme
- a context where your developing skills will impact on and improve outcomes for children.

Children's safety and well-being is of the highest priority in our school; candidates must show an awareness of the need to Safeguard children and understand the importance of confidentiality in their work.

Provisional Interview Date: Week commencing 18 January 2021

Closing Date 10 January 2021

School Business Manager **JOB/20/03405**

Grade J, Pay Point 30 (£33782 - £37890) • 37 hours per week • Bishop Lonsdale Primary and St Chads Nursery and Infant School, Derby

Full Time • Permanent

An exciting opportunity has arisen for an experienced School Business Manager or School Administrator to work at a senior leadership level across two schools within the Derby Diocesan Academy Trust (DDAT) family.

This is a key role for the right candidate to lead on all aspects of school business which requires close working with the Headteachers, Local Governing Bodies and DDAT Central Team. The role includes line management responsibility of support staff within the schools and involvement in Trust-wide initiatives and activities in Derby and Derbyshire.

The successful candidate will have relevant experience in a similar role within the education sector, is ambitious, and ready for a new and exciting challenge.

In return, DDAT can offer:

- A senior level position within two positive and thriving school communities in Derby; Comprehensive support from the DDAT finance and operational teams;
- CPD opportunities in areas including: finance, governance, HR, health and safety, premises management, school effectiveness etc.;
- Career progression possibilities as the Trust expands further.

For more information please visit: www.ddat.org.uk, <http://www.stchads.derby.sch.uk/website> ,
<http://www.bishoplonsdale.derby.sch.uk/>

(For further information please see overleaf)

To apply for this role, please complete and submit the DDAT application forms available at <https://ddat.org.uk/vacancies/> to HR@ddat.org.uk by the closing date.

Please note: CVs will not be accepted.

Derby Diocesan Academy Trust (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, preemployment and DBS checks. DDAT actively encourages a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Please do not apply via The Derbyshire County Council Website.

Closing Date 15 January 2021

Caretaking/Cleaning/Security

Relief Cleaner

JOB/20/03442

£9.43 per hour (£18,197 FTE) • as and when required • Peak School, Chinley

No Guaranteed Hours • Relief

Esteem Multi-Academy Trust currently comprises of eleven academies throughout Derbyshire, Derby City and east Staffordshire. Formed by a group of like-minded school leaders in August 2018, the MAT is currently responsible for the education and care of approximately 1,200 students and employs around 750 staff. The total revenue budget for the MAT is approximately £23 million and plans are in place to expand further.

Reporting to the Site Manager and under the direction of the School Business Manager, the successful candidate will be required to carry out cleaning duties contributing to the provision of a clean, safe, secure and hygienic school environment. They will also need to liaise with school staff and pupils in a positive, courteous and helpful manner. Applicants should be able to work as part of a team.

For further information, please contact Mel Smith, School Business Manager, on 01663 750324, via email to msmith@peak.derbyshire.sch.uk or visit our website at www.esteemmat.co.uk/jointheteam. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Please do not apply using the Derbyshire County Council website. Please ensure that your completed application is returned directly to the school by 12 Noon on the closing date.

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. 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.

Provisional Interview Date: Week commencing 11 January 2021

Closing Date 8 January 2021

Education - Non Teaching/Support Services

ICT and Distance Learning Technician

JOB/20/03363

Grade 6 £15,168.72 - £15,513.72 per annum • 32 hours and 30 minutes per week, 40 weeks per year •
Parkside Community School, Chesterfield
Part Time • Permanent

We are seeking to appoint an ICT & Distance Learning Technician to support our school and students.
Job Purpose

1. To work under the direction of the ICT Network Manager to support the upkeep and use of the school's computer systems, applications, associated software and hardware.
2. Maintain the school website, social media and digital publishing systems as directed to satisfy the marketing needs of the school
3. Develop and maintain the schools' technical approach to distance learning.

Please see job description for full details.

Interviews will be held at Parkside Community School in accordance with social distancing.
CV's will not be accepted. Interested applicants must complete and application form and submit to rusell@parkside.derbyshire.sch.uk or by post by noon on the closing date.

If you have not been contacted within seven days of the proposed interview dates you should assume, on this occasion, that you have not been shortlisted for interview.

Please do not apply using the Derbyshire County Council website. Please ensure that your completed application is returned directly to the school by 12 Noon on the closing date.

Provisional Interview Date: 13 January 2021

Closing Date 7 January 2021

Midday Supervisor

JOB/20/03378

Grade 3 £2,462.28 per annum • 6 hours per week, 38 weeks per year • Scargill CE Primary School, Ilkeston
Part Time • Fixed Term - Due to pupil numbers until end July 2021

The staff and governors of Scargill CE VA Primary School are looking to appoint an enthusiastic Midday-day Supervisor to join our friendly village school. Duties include providing a high level of care and support for the pupils during the lunch hour.

Please only complete the DDAT application form and DDAT Reference/monitoring forms attached, other application forms or CVs will not be accepted and return them to: Tricia Rhodes Scargill CE Primary School Beech Lane West Hallam, Ilkeston, Derbyshire DE7 6GU Email: info@scargill.derbyshire.sch.uk

Please do not apply using the Derbyshire County Council website.

Scargill CE Primary School became part of Derby Diocese Academy Trust 2 in September 2017.

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

Closing Date 10 January 2021

Teaching Assistant**JOB/20/03379****Grade 5 £9,202.08 - £9,385.80 per annum • 21 hours per week, 39 weeks per year • Repton Primary School Part Time • Fixed Term - Due to pupil numbers until end August 2021**

We are looking to appoint an enthusiastic, caring and motivated teaching assistant to work with a child with SEND on a 1:1 basis.

This is a part-time position of three days a week, due to commence in February 2021. The working days will be Monday, Tuesday and Wednesday. This will be a fixed term contract which will be reviewed following funding for the child.

To join our amazing team, you must have a good personality, be very patient and have the ability to motivate and support a child with SEND in Year 4. You will also be required to undertake other classroom duties to support the class teacher and be able to work co-operatively within a team. We are a welcoming and supportive team and our children are well-mannered and exceptionally behaved.

Visits to the school are highly recommended and welcomed. Please contact the school office on 01283 703732.

Provisional Interview Date: 14 January 2021

Closing Date 10 January 2021

Learning Support Assistant**JOB/20/03382****Grade 5 £13,728.60 - £14,002.68 per annum • 31 hours and 20 minutes per week, 39 weeks per year • Brackenfield Special School, Long Eaton Part Time • Fixed Term - Due to pupil numbers until end March 2023**

Brackenfield School is an area special school for the South of Derbyshire, providing an exciting and relevant education for young people with complex needs including communication and comprehension difficulties. The Head Teacher and Governors wish to appoint a Grade 5 TA to support teaching and learning within the communicate and comprehend pathways.

The successful candidates will join an experienced team of teachers and STLAs who support young people aged 4 to 16, ranging in ability from pre formal to formal learners (equivalent range from previous Pscale P3i to end of Y2-KS1 expectations).

All of our young people have complex learning needs. We have a specific focus on pupils with complex communication and comprehension needs and those with significant visual and auditory impairments. Pupils in Brackenfield school are not chronologically age grouped and instead are grouped by their cognitive, social, communication and sensory needs. We are looking for someone to join our highly skilled team, who can build excellent relationships with our children and is committed to high standards in the classroom as part of a highly motivated and hardworking team. You should have knowledge and understanding of specialist education and early childhood development. You will be required to demonstrate good verbal communication skills and an ability to annotate pupils work. Successful applicants will need an understanding of the issues and support strategies relating to children with complex special educational needs.

The successful applicant will promote the school ethos through high levels of expectation, being an adaptable team player, promoting growth mindset through recognition of character education and be able to encourage pupil independence. In specific we are looking for applicants who have experience in working with pupils with sensory needs. However, other relevant experience will also be considered.

(For further information please see overleaf)

Brackenfield School is committed to the safeguarding of all children. Due to this post having access to children and/or vulnerable adults, the successful candidate will be required to undertake a Disclosure and Barring Service check. 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. Brackenfield SEND School is committed to promoting equality of opportunity, preventing unlawful discrimination in all of its activities and to valuing diversity.

Provisional Interview Date: 14 January 2021

Closing Date 10 January 2021

Teaching and Learning Assistant **JOB/20/03407**

Grade 7, £15,603.84 - £17,017.92 per annum • 32 hours and 30 minutes per week, 39 weeks per year •

Hartshorne CE Primary, Derby

Full Time • Fixed Term - Covering for maternity leave

This is an exciting time to join our church school. We are looking for a creative and innovative Teaching Assistant to bring new ideas to our school.

We are looking for someone who is motivated and will uphold our ethos and values. It is essential that you have a suitable qualification including Level 3 or equivalent as a minimum.

The successful candidate will offer classroom, individual, SEN and administrative support.

You will be supporting our wonderful children throughout the school alongside experienced teachers allowing the children to flourish.

If you are interested in becoming a member of our friendly team then we actively encourage visits to our school. To arrange an appointment phone the school office on 01283 217423.

Provisional Interview Date: 28 January 2021

Closing Date 17 January 2021

Teaching and Learning Assistant (SEN) **JOB/20/03408**

Grade 7, £14,403.00 - £15,708.36 per annum • 30 hours per week, 39 weeks per year • Swanwick Primary School

Part Time • Fixed Term - Due to pupil numbers until the end of August 2021

We are seeking to appoint an enthusiastic, caring and skilled Special Educational Needs Teaching Assistant to join the friendly and supportive EYFS team here at Swanwick Primary.

The ideal candidate will have experience of working with individuals who need a significant level of support in all areas of learning, development and care. The candidate will also have relevant experience in implementing a variety of interventions and strategies both in 1:1 and group situations including PECs, Makaton and sensory processing activities. Ideally, the candidate would be skilled at supporting children with significant sensory and speech, language and communication needs and be able to meet personal care requirements.

We are a school that expects very high standards and aims to provide an enjoyable curriculum. This post is initially based in a Reception class, although flexibility is essential. Swanwick Primary has a strong tradition of positive teamwork for staff, support from parents, effective governors and pupils who have excellent attitudes to learning. If you are passionate about making a difference to young people by helping them to achieve their very best, then we would welcome your interest in this role. Due to the current situation, we are unable to offer visits to the school. If you have any questions, please contact our SENCo, Melynda Walton

melynda.walton@swanwick.derbyshire.sch.uk

Closing Date 17 January 2021

Teaching and Learning Assistant (SEN)**JOB/20/03409****Grade 7, £14,403.00 - £15,708.36 per annum • 30 hours per week, 39 weeks per year • Swanwick Primary School**

Part Time • Fixed Term - Due to pupil numbers until the end of August 2021

We are seeking to appoint an enthusiastic, caring and skilled Special Educational Needs Teaching Assistant to join the friendly and supportive team here at Swanwick Primary. Initially, the post will be split between Year 2 and Year 4.

The ideal candidate will have experience of working with individuals who need a significant level of support in all areas of learning, development and care. An understanding of ASD, ADHD and GDD is preferable as well as knowledge of strategies to support children with social and emotional difficulties.

The candidate will also have relevant experience in implementing a variety of interventions both in 1:1 and group situations (see person/job specification for details).

We are a school that expects very high standards and aims to provide an enjoyable curriculum. This post is initially based in a Reception class, although flexibility is essential.

Swanwick Primary has a strong tradition of positive teamwork for staff, support from parents, effective governors and pupils who have excellent attitudes to learning.

If you are passionate about making a difference to young people by helping them to achieve their very best, then we would welcome your interest in this role. Due to the current situation, we are unable to offer visits to the school. If you have any questions, please contact our SENCo, Melynda Walton melynda.walton@swanwick.derbyshire.sch.uk Please note this is a re advertisement, previous applicants need not to apply.

Provisional Interview Date: 26 January 2021

Closing Date 17 January 2021**Family Support Worker****JOB/20/03432****Grade 8 £23,250.00 - £25,128.00 per annum • 37 hours per week • Killamarsh Junior School**

Full Time • Fixed Term - Due to finite project until 1 year from start date

We are looking to appoint a full time, hardworking and motivated Family Support Worker to work across the Eckington, Killamarsh and Renishaw cluster of schools to deliver early help support for children and their families. The successful candidate will work with another part time FSW (who will work 41 weeks a year) and under the line management of an experienced part-time Supervisor (Former Multi Agency Team manager)

The FSWs will be employed by our school but work across 8 schools (7 primary phase and 1 secondary school) to provide early help support for families in the community.

The contract is initially for 1 year but it is hoped that the success of the project will ensure we can commit to a more long term venture.

The successful candidate will be an enthusiastic worker who is passionate about improving outcomes for children and young people. Children's safety and well-being is of the highest priority in our cluster; candidates must show an awareness of the need to Safeguard children and understand the importance to protect personal data in their work.

Provisional Interview Date: 28 January 2021

Closing Date 17 January 2021

Family Support Worker**JOB/20/03434**

Grade 8 £20,930.04 - £22,620.72 per annum • 37 hours per week, 41 weeks per year • Killamarsh Junior School Full Time • Fixed Term - Due to finite project until 1 year from start date

We are looking to appoint a full time, hardworking and motivated Family Support Worker to work across the Eckington, Killamarsh and Renishaw cluster of schools to deliver early help support for children and their families. The successful candidate will work with another full time FSW and under the line management of an experienced part-time Supervisor (Former Multi Agency Team manager)

The FSWs will be employed by our school but work across 8 schools (7 primary phase and 1 secondary school) to provide early help support for families in the community. The contract is initially for 1 year but it is hoped that the success of the project will ensure we can commit to a more long term venture.

The successful candidate will be an enthusiastic worker who is passionate about improving outcomes for children and young people. Children's safety and well-being is of the highest priority in our cluster; candidates must show an awareness of the need to Safeguard children and understand the importance to protect personal data in their work.

Provisional Interview Date: 28 January 2021

Closing Date 17 January 2021

Midday Supervisor**JOB/20/03437**

Grade 4 £3,662.16 per annum • 8 hours and 45 minutes per week, 38 weeks per year • Holbrook School for Autism, Belper

Part Time • Fixed Term - Due to pupil numbers until end August 2021

We are looking to appoint Midday Supervisors for the supervision of pupils throughout the midday break in classrooms, the dining hall and on the playground.

Holbrook School for Autism is a successful school and is proud to meet the educational and social needs of pupils aged 4 – 19 with Autism Spectrum Disorder, Severe Learning Difficulties and who have challenging behaviour as a result of their communication difficulties and their lack of social understanding. The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants should enjoy working with children and young people and be able to work as part of a team. Knowledge of working with children and young people with autism, learning difficulties and/or challenging behaviour is desirable but not a necessity. In-service training will be provided.

Although the post is advertised at 8.75 hrs, successful applicants can expect to be offered regular additional hours throughout the year to support classes including regular teacher planning cover, sickness and other absence cover. Due to the presence and risks posed by Covid-19 at this time we are only able to consider applications from individuals who do not regularly attend another busy establishment such as a workplace or educational setting.

Provisional Interview Date: Week commencing 18 January 2021

Closing Date 10 January 2021

Teaching and Learning Assistant (Cover)**JOB/20/03439****Grade 7 £15,201.96 - £16,579.68 per annum • 32 hours and 30 minutes per week, 39 weeks per year •****Holbrook School for Autism, Belper**

Full Time • Fixed Term - Due to pupil numbers until end August 2021

Holbrook School for Autism is looking to appoint Cover Supervisors to provide teaching and learning assistant cover in classes for sickness or ad-hoc special leave, assigned to individual bubbles across the school.

Holbrook School for Autism is a successful school and is proud to meet the educational and social needs of students aged 4 – 19 with ASD, SLD and who have challenging behaviour as a result of their communication difficulties and their lack of social understanding. We also have a primary provision for students with autism and average ability.

Within a safe, structured and predictable environment, we deliver a person centred curriculum that supports students in developing independence, confidence, academic and life skills. We strive to enable our students to participate fully in opportunities and experiences both in school and the wider community, so that students can make informed life choices.

It is a demanding environment, with physical and mental challenges but if you have the skills needed to support, effective learning and can bring empathy and determination to this varied role, you can make a huge contribution. You will need to be a team player working closely with teachers and support staff.

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

Due to the presence and risks posed by Covid-19 at this time we are only able to consider applications from individuals who do not regularly attend another busy establishment such as a workplace or educational setting.

Provisional Interview Date: Week commencing 18 January 2021

Closing Date 10 January 2021**Teaching - Deputy & Leadership****Lead Practitioner for SEND****JOB/20/03414****L4 - L8 • 1.0 FTE • Flying High Trust - Various Locations**

Full Time • Permanent

Are you passionate about ensuring that children get the highest quality education and are relentless in your drive for excellence? Do you have a talent for enabling every child to reach their potential? Can you inspire and support colleagues to break down barriers so that every day counts?

All details can be found here - [Flying High Trust – Lead Practitioner for SEND \(flyinghighpartnership.co.uk\)](https://flyinghighpartnership.co.uk)

Application packs are available by visiting our website or contacting us at recruitment@flyinghightrust.co.uk

Please do not apply using the Derbyshire County Council website. Please ensure your completed application form is returned to the Trust no later than 5.00pm on the Closing Date.

Provisional Interview Date: 5 February 2021

Closing Date 22 January 2021

Teaching - Headship

Assistant Headteacher - SENCO

JOB/20/03395

Leadership pay scale L11-15 £54,091 - £59,581 per annum • 1.00 FTE • City of Derby

Academy

Full Time • Permanent

Do you want to improve the life chances of all students? Do you want to make an impact in a school that is moving forward?

We are seeking to appoint a successful, enthusiastic and dynamic professional who is a highly motivated, well-qualified specialist with an innovative and supportive approach to teaching and learning. Start date: April 2021

The City of Derby Academy is an 11-16 secondary school located in Sinfin, Derby. Students are at the heart of everything we do, and we would like to appoint an outstanding SENCO to support the school vision of improving the life chances for all students.

The City of Derby Academy is part of the QEGSMAT. The Trust's vision is to 'Question, Explore, Give and Succeed' and our exceptional staff, strong leadership, and motivated young people, as well as excellent facilities provide the successful formula for this.

We offer candidates:

- Support, mentoring and professional learning appropriate for the post.
- A forward looking, hardworking and enthusiastic team of staff with the desire and skills to improve outcomes.
- A location which has excellent transport links and enjoys state of the art resources.

We are committed to providing first-rate training and development to all our staff, as well as excellent career advancement opportunities. You will find high expectations here too; we expect the kind of exemplary conduct from students that allows our teachers to do their jobs as effectively as they can.

In this post, you will be part of the Senior Leadership Team and be instrumental in 'improving the life chances of all students' which includes developing whole-school systems and ensuring that the school provides the highest quality education and support to all our young people including those with additional learning needs. You will be working with a team committed to embedding excellence in everything we do.

QEGSMAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments are subject to an Enhanced DBS check. Further information about our commitment to Safeguarding can be found -

<https://www.qegsmat.com/documents/safeguarding>

If you would like to improve the life chances of all students at CODA and be part of our school community, you can find further information about the role and access the application form by visiting TES <https://www.tes.com/>.
SENCO Recruitment Pack FINAL – December 2020

Applicants will be required to submit a two-page document detailing why they should be considered for the role and how they will improve the life chances of students at the City of Derby Academy.

Please do not apply using the Derbyshire County Council website. Please ensure that your completed application is returned directly to the school by 12 Noon on the closing date.

Provisional Interview date: 26th January 2020

Closing Date 11 January 2021

Headteacher**JOB/20/03412****ISR Leadership 18- 24 - £63,508 - £74,295 (potential for further negotiation subject to experience) • 1.0****FTE • Whitecotes Primary Academy, Chesterfield**

Full Time • Permanent

Can you deliver significant change to a school, to the benefit of the whole community?

Will you embrace the wealth of support provided by Flying High Trust, and use this support to deliver your vision?

Do you want to make a real difference, making every day count for every child?

If you answered yes to the above, we want to hear from you!

Here is the link [Whitecotes Primary Academy Head Teacher Recruitment \(office.com\)](#)

Please do not apply using the Derbyshire County Council website. Please ensure your completed applications are returned to recruitment@flyinghightrust.co.uk no later than 9.00am on the Closing Date.

Interview and Assessment: Week commencing 25 January 2021

Closing Date 18 January 2021

Teaching - Primary

Key Stage 2 Teacher**JOB/20/03371****MPS • 1.00 FTE • Woodthorpe Church of England Primary School, Chesterfield**

Full Time • Permanent

We are seeking to appoint an enthusiastic, caring, creative and talented class teacher to work in Key Stage Two at our school. We are looking for a teacher who will be mainly based in the mixed year 3 and 4 class but will also do some intervention work in other classes, predominantly with Year 5 pupils.

We are a committed staff who work well together and you would be supported well in your key stage team by experienced staff. This post would suit a newly qualified teacher.

We are a proud member of Derby Diocesan Academy Trust (www.DDAT.org.uk) and benefit from a wide range of opportunities including quality school improvement and CPD.

We are a Church School and have good links with our local Church and clergy.

School visits are welcome and we will plan these with social distancing in mind. Please phone our School Business Team - Claire Millington / Libby Allen on 01246 472584 to arrange an appointment.

Please complete the DDAT Teaching application form and DDAT Reference & Monitoring forms attached with this advert and send them to jobs@woodthorpe.derbyshire.sch.uk CV's will not be accepted.

Please do not apply using the Derbyshire County Council website.

Provisional Interview Dates: 27 and 28 January 2021

Closing Date 21 January 2021

Partner Organisations

Amber Valley Borough Council

Climate Change and Fuel Poverty Project Officer

JOB/20/03370

Grade 6, £26,511 - £29,577 per annum • 37 hours per week • Central Headquarters, Ripley

Full Time • Fixed Term - Due to funding for 2 years from start date

We are looking to appoint an enthusiastic individual to join our Housing Team to help drive the Council's ambitions to tackle climate change and fuel poverty. Located in the 'Heart of Derbyshire' with a borough comprising of quiet villages, market towns and excellent transport links, Amber Valley is set in beautiful countryside with the Derwent Mills world heritage site adding to the charm of Amber Valley.

Recognising that reducing carbon emissions from domestic energy consumption is going to be a priority nationally, we are looking for someone to provide technical expertise and drive to help us to complete a systematic approach to the retrofit of the housing stock of the Borough across all tenures. You will need to have technical knowledge and experience of energy efficiency and carbon reduction measures in properties and domestic settings, plus practical knowledge of how to complete energy assessments. You will need a thorough understanding of relevant technologies, techniques, materials and be able to use and develop databases to build on our existing stock condition database.

You will be responsible for helping to support communities to improve the energy efficiency of primarily owner occupied, and private rented housing stock and will also partner with local housing associations. You will also support and contribute to meeting the Council's target of becoming carbon neutral by 2030 and help to deliver the Council's Carbon Reduction Management Plan working with the Building & Open Spaces Manager. You will need to have excellent IT skills and the ability to organise and prioritise your own work. You may also be required to work on site and from home occasionally.

Please refer to the job description and person specification for further details.

For an informal discussion please email David Arkle, Head of Housing Services at david.arkle@ambervalley.gov.uk
To apply, please visit Amber Valley Borough Council's website at: www.ambervalley.gov.uk/jobs

CV's are not accepted

Please do not apply via The Derbyshire County Council Website.

Provisional Interview Date: Week commencing 18 January 2021.

Closing Date 10 January 2021

Planning Technician

JOB/20/03429

Grade 4, £20,092 - £21,748 per annum • 37 hours per week • Central Headquarters, Ripley

Full Time • Permanent

We are seeking an enthusiastic and well-motivated person to join our Development Management team to provide technical and administrative support in relation to, processing and validating planning applications, pre-application enquiries and planning enforcement.

You will need to have good communication skills, an excellent telephone manner, and an ability to work to deadlines, through excellent time management and work accurately. Practical experience of computer databases and systems and competence in using PC Applications is also required, along with the ability to learn and communicate technical information.

(For further information please see overleaf)

To apply, please visit Amber Valley Borough Council's website at:
www.ambervalley.gov.uk/jobs .CV's are not accepted

Please do not apply via The Derbyshire County Website.

Provisional Interview Date: Week commencing 1 February 2021, Shortlisted candidates will be informed by Friday 22 January 2021.

Closing Date 17 January 2021

Bolsover District Council

Gas Plumber

JOB/20/03372

Grade 7, £28,554 - £31,200 per annum • 37 hours per week • Riverside Depot, Mansfield Road, Doe Lea
Full Time • Permanent

The above vacancy now exists within Housing Repairs based at the Riverside Depot, Doe Lea. The successful applicant will work both within a multi-disciplined team and on own initiative providing repair and maintenance to Council dwellings and local authority establishments in an efficient and effective manner. To be shortlisted for interview candidates must possess the following:-

- Basic standard of literacy and numeracy (educated to GCSE standard or equivalent) in order to complete timesheets, work tickets etc.
- An understanding of Health and Safety (Regulations and Codes of Practice for Working Environment) in order to work within a safe environment.
- City & Guilds or NVQ Level 2 in Plumbing or equivalent in order to provide a demonstrable working knowledge within a repairs and maintenance environment.
- Building Engineering Certificate of competence (CPA1, CENWAT, CCN1, CKR1, HTR1)
- Applicants must demonstrate the following competencies:-Ability to undertake a comprehensive range of all Plumbing activities and basic plastering and joinery functions.
- Ability to work within a multi-disciplined team and be fully flexible within the organisation.
- Ability to work on own initiative and as part of a team displaying tact and discretion at all times.
- The ability to demonstrate strong customer focus and a commitment to service improvements.
- Flexibility to work at any Authority location.
- Current full driving licence in order to drive Council vehicles.

For an informal discussion about the post, please contact Andrew Clarke, Operational Repairs Manager, 01246 593031, andy.clarke@bolsover.gov.uk

If you are interested in this post, please visit the Jobs pages on the Bolsover District Council website for more information. To apply using our online application form, please visit the Derbyshire Jobs website.

Please read the Guidance Notes provided before completing any application. Please note that CV's will not be accepted.

Alternatively, if you do not have internet access, application packs are available from:

- Telephone the BDC Contact Centre on 01246 242424 • Email humanresources.bdc&neddc@ne-derbyshire.gov.uk

Please return completed application forms to Human Resources, 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. If you have not received any communication from us within 4 weeks of the closing date, assume you have been unsuccessful and we thank you for your application.

We welcome applications from all sections of the community.

Provisional Interview Date: 19 January 2021

Closing Date 10 January 2021

Umbrella

Activity Support Workers

JOB/20/03440

£8.94 - £9.39 per hour • see advert text • Various

Part Time and Full Time hours available • Permanent

Working with children and young adults up to 30 years old with varying levels of needs (some including personal care). Supports are in group settings, one to one or two to one, working at one of our centres or in the community. Applicants must be qualified to (or currently undertaking) Level 3 in Child Care, Health and Social Care, Education or similar.

Hours that are available

Weekly Contracts: 10 - 37 hours per week to cover some or all of the following:

- Monday - 3 hours in the morning and/or 3 hours in the evening
- Tuesday - All day (9.00am-4.30pm)
- Wednesday - Occasional cover for holiday/absence
- Thursday - All day (9am - 4.30pm) and/or evening*
- Friday - Occasional cover for holiday/absence
- Saturday - All day (either Sat or Sun 9.00am - 4.30pm) and fortnightly afternoon
- Sunday - All day (9.00am - 4.30pm) or Afternoon

Holiday only contract 126 hours per year minimum working 12 days in the summer, 3 days at Christmas, 6 days at Easter in line with Derby City School Holidays. More work can be taken on in other holidays if you wish (subject to availability which there usually is!)

For full job descriptions and application forms, visit www.umbrella.uk.net/vacancies Please do not apply via The Derbyshire County Council Website.

Closing Date 17 January 2021

Derbyshire Dales District Council

Information Governance Officer

JOB/20/03427

Grade 7 (SCP 16-22 - £24,012 – £27,041 per annum) • 37 hours per week • Town Hall, Matlock

Full Time • Fixed Term until end March 2022

Information Governance, Data Protection and GDPR is a challenging environment. We are looking for someone who has an understanding of, and practical experience of, applying the Data Protection Act 2018, GDPR and other related legislation, standards and codes of practice. A good understanding of the regulations relating to Freedom of Information, Environmental Information Regulations and the Transparency Code would be an advantage.

The main purpose of this post is to be responsible for the management and implementation of data protection compliance and to be the day to day point of contact on all data protection and information governance areas including marketing regulations, subject access requests, privacy impact assessments, data retention and disposal and breach management. The post holder will also be expected to provide advice and training on Freedom of Information (FOI), Environmental Information Regulations (EIR) and the Transparency Code and draft policy documents and procedural guidance for the Council.

(For further information please see overleaf)

As well as an understanding of Data Protection and Information regulations, the ideal person should have excellent communication and interpersonal skills, including tact and diplomacy, as there is a requirement to deliver training and produce oral and written reports.

For an informal discussion about the post please contact Karen Henriksen on 01629 761284 or Lee Gardner on 01629 761319.

If you are unable to apply online, please contact Corporate Support on 01629 761325 or email corporatesupport@derbyshiredales.gov.uk for an application form.

Provisional Interview Date: Week beginning 25 January 2021

Closing Date 14 January 2021

Conservation/Environment

Climate Change Project Officer

JOB/20/03392

Grade 8, (SCP 23-26 - £27,741 to £30,451 per annum) • 37 hours per week • Town Hall, Matlock

Full Time • Fixed Term for 5 years from start date

We have an exciting opportunity for the right candidate to help Derbyshire Dales District Council deliver our commitments to reducing our carbon footprint to net zero by 2030, to develop the sustainability of our own services and to impact on the carbon budget of the whole District Council area. We have created a new role to take on these responsibilities and we are looking for a highly motivated candidate who can show us a real passion for environmental issues and who will be able to engage with the Council, partners, businesses, residents and the wider community to influence positive environmental action.

The post is based within our Regulatory Services Directorate, but will work across the full range of Council services to progress our Climate Change Strategy and Action Plan, taking on the responsibility for driving it forward, undertaking monitoring and reporting on its progress.

The post holder will also be responsible for co-ordinating the work of our Climate Change Working Group and will have the opportunity to work with our elected Members on further developing our response to the climate emergency.

You should have:

- Good knowledge and experience of climate change issues
- Highly developed project management skills
- Effective communication and inter-personal skills
- Experience of multi-agency working
- Enthusiastic, creative and positive approach!
- Derbyshire Dales has been voted to be in the top 10 places to live in the whole of the UK (2019) and is a beautiful place to live, work and visit. It benefits from some fantastic towns and countryside, all within easy reach of Sheffield, Manchester, Nottingham and Derby. We offer an excellent quality of life within a family-friendly organisation that delivers high quality services and where the right candidate will be able to make a real impact.

For an informal discussion about the post please contact Tim Braund, Director of Regulatory Services on 01629 761118 or tim.braund@derbyshiredales.gov.uk

If you are unable to apply online please contact Corporate Support on 01629 761325 or email corporatesupport@derbyshiredales.gov.uk for an application form.

Provisional Interview Date: Week commencing 1 February 2021

Closing Date 17 January 2021

North East Derbyshire District Council

Part-time Swimming Instructor

JOB/20/03431

Grade 7, £11.50 to £12.70 per hour • 10 hours per week, Tuesday 12.15pm - 3.15pm, Wednesday 3.45pm - 7.15pm and Thursday 3.45 - 7.15pm NB: There may vary while Covid secure measures are in place for swimming lessons • Dronfield Sports Centre, Civic Centre
Part Time • Permanent

Candidates will need to hold a current A.S.A. or STA Level 2 teaching certificate, be flexible, customer focused, and be prepared to work on your own initiative. A good knowledge of the STA International Learn to Swim Programme would be beneficial.

It is essential all candidates are prepared to work unsocial hours including evenings and weekends and work at any of the Council's establishments, as required. The successful candidate's will be subject to a Disclosure carried out by the DBS at the Enhanced Level. Section 7 (2) (b) of the Sex Discrimination Act 1975 applies to both posts.

Dependant on the successful recruitment to the post it may be necessary to appoint a second candidate to backfill posts at interview

For an informal discussion about the post, please contact:
Steve Birds, Swimming Development Officer on 01246 217570 stephen.birds@ne-derbyshire.gov.uk or Mark Rocca, Lead Facility Officer at Dronfield Sports Centre on 01246 217284 mark.rocca@ne-derbyshire.gov.uk

If you are interested in this post, please visit the Jobs pages on the [North East Derbyshire District Council](http://www.neddc.gov.uk) website for more information.

To apply using our online application form, please visit the [Derbyshire Jobs](http://www.derbyshirejobs.gov.uk) website.

Please read the Guidance Notes provided before completing any application. 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 Human Resources, 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.

If you have not received any communication from us within 4 weeks of the closing date, assume you have been unsuccessful and we thank you for your application.

We welcome applications from all sections of the community.

Closing Date 24 January 2021

Other organisations

Teaching - Headship

Principle Designate

JOB/20/03413

Leadership • 32 hours and 30 minutes per week • Castlewood Spencer Academy or Clover Leys Spencer Academy

Full Time • Permanent

The Spencer Academies Trust, Nottinghamshire Principal Designate, Castleward Spencer Academy, Derby DE1 OR Principal Designate, Clover Leys Spencer Academy, Boulton Moor, Derbyshire DE24 Salary: Competitive (subject to review as the academy becomes established): Starting: Easter 2021 Hours: Full Time Salary: L12-18 This is an exciting and unique opportunity to be the founding Principal of one of two new schools, both in brand new buildings.

This position offers the chance to

- create your own learning environment
- appoint your own staff team
- work within a well-established, visionary MAT to design and offer an innovative education to local children.

We believe these will be outstanding schools at the heart of the community. You will be supported by a strong and inclusive MAT which comprises 25 Primary, Secondary and Special schools, two Teaching Schools, a SCITT, a Research School and a Maths Hub. Our highly-successful network educates children and young people across Nottinghamshire, Derbyshire, Nottingham City, Derby City and Leicestershire. The Spencer Academies Trust exists to make sure that every child, regardless of background, has access to an outstanding education and real choices in life. Our successful track record of providing high quality teaching and learning ensures improved outcomes for our learners.

Our core values of Aspiration, Responsibility and Partnership reflect our vision and aim for all Trust schools. The successful candidates will have the opportunity to work collaboratively with other Principals (including four who have opened new schools in the last 18 months), the Director of Primary and the Trust Executive Team. You should have the qualifications, skills and experience to provide inspirational and effective leadership and management of the Academy, ensuring pupils make outstanding academic and personal progress. The Trust is looking for a Principal Designate to work with it in the next phase of a journey to:

- Develop a vision for the academy with the Director of Primary that sets out a clear road map for the establishment of a new school.
- Lead and implement the vision, ethos and strategy for the academy in all facets of its provision.
- Work within the MAT team and either Derby City (Castleward) or Derbyshire County Council (Clover Leys) to ensure the academy buildings and sites are conducive to providing an outstanding educational provision.

Applicants will be expected to share our Trust's high aspirations and expectations for students and employees. If you are excited by the prospect of working with us, want to know more about the type of professional we are looking for and what we can offer, please visit www.satrust.com.

If you have any questions regarding the role or would like an informal discussion with the Director of Primary Education, Angela O'Brien please contact Ellé Turner on elleturner@satrust.com To apply, please complete the on-line application form, attaching a CV and making sure to clearly evidence your achievements against the person specification, and the equal opportunities monitoring form. For us to adhere to safer recruitment guidelines and best practice, please ensure your completed application form: (i) accounts for any gaps in employment, and (ii) provides detail of all your employment by month as well as year. Please also include the names, addresses, phone numbers and email contact details of two professional referees who must be your current and previous employers.

Closing date at 8am Friday 15 January 2021 Interviews Tuesday 26 and Wednesday 27 January 2021 In line with safer recruitment policies references will be called for prior to interview.

The 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.

Please do not apply via The Derbyshire County Council Website.

Closing Date 15 January 2021

South Derbyshire District Council

Senior Grounds Maintenance

JOB/20/03348

£22,183 - £24,491 per annum • 37 hours per week • Swadlincote

Full Time • Permanent

South Derbyshire's Street Scene Services team are looking to appoint a Senior Grounds Maintenance Operative to join our busy and successful front-line Street Scene Services based at the Council's Depot at Unit 18 Boardman Industrial Estate, Boardman Road, Swadlincote, Derbyshire.

The job involves working within the Street Scene Teams undertaking a range of horticultural and cleansing tasks plus play equipment repairs and servicing across the district of South Derbyshire.

The successful applicant will need to be able to start work early in the mornings, be able to work outside in all weather conditions and to be able to cope with the physical demands of the job. The job requires good teamwork and communication skills.

The job involves supervising the work of the mobile gangs and trainees so experience in a supervisory role in this field is desirable.

We pride ourselves on the high quality of our Street Scene Services and, therefore, reliability and a commitment to the service are essential.

Once you have read the job description and person specification should you wish to discuss this role informally, please call Steve Sheppard, Street Scene Manager on 01283 595 793.

Closing Date 10 January 2021

Planning Delivery Team Leader

JOB/20/03403

£41,881 - £43,857 per annum • 37 hours per week • Swadlincote

Full Time • Permanent

Located at the heart of the National Forest, with a wealth of historic buildings and pleasant countryside, South Derbyshire is one of the fastest growing areas in the country.

A vacancy has arisen in the Development Management Section of the Planning Services Division for a Team Leader.

We are looking for a forward-thinking individual to join the team which is committed to delivering continually improving standards for South Derbyshire. You will be encouraged and supported to develop and become an important member of a friendly team.

(For further information please see overleaf)

You should have experience of processing the most major and complex planning proposals in a Development Management context including unblocking obstacles to delivery and be a full member of the RTPI. You should be able to demonstrate good report writing and problem-solving abilities and work to deadlines with the minimum supervision. You will be responsible for processing a wide range of planning and other applications, which will include preparing and presenting reports to the Planning Committee, representing the Council at Public Inquiries, Hearings (and occasionally in Court) and negotiating planning agreements. You must also be able to visit sites throughout the district.

You will have an MA in Spatial Planning or other qualification to a similar level recognised by the Royal Town Planning Institute.

In return we offer an essential car user allowance, flexitime working, a relocation package, free car parking, Local Government Pension Scheme, professional subscriptions paid, 'cycle scheme', and further training opportunities. The area has very competitive house prices and is well placed to access the whole country.

For an informal discussion about the post please contact Richard Stewart or Steffan Saunders on (01283) 595926 or 07971 604326

Closing Date 11 January 2021

Senior Planning Officer (Design)

JOB/20/03404

£34,728 to £37,890 per annum • 37 hours per week • Swadlincote

Full Time • Permanent

Located at the heart of the National Forest, with a wealth of historic buildings and pleasant countryside, South Derbyshire is one of the fastest growing areas in the country.

A vacancy has arisen in the Development Management Section of the Planning Services Division for a Senior Planning Officer (Design).

We are looking for a forward-thinking individual to join the team which is committed to delivering continually improving standards for South Derbyshire. You will be encouraged and supported to develop and become an important member of a friendly team.

You should have experience of processing a range of planning proposals in a Development Management context including unblocking obstacles to delivery, and be eligible for full member of the RTPI. You should be able to demonstrate good report writing and problem-solving abilities and work to deadlines with the minimum supervision. You will be responsible for processing a wide range of planning and other applications, which will include preparing and presenting reports to the Planning Committee, representing the Council at Public Inquiries, Hearings (and occasionally in Court) and negotiating planning agreements. You must also be able to visit sites throughout the district.

You will have an MA in Spatial Planning or other qualification to a similar level recognised by the Royal Town Planning Institute.

In return we offer an essential car user allowance, flexi-time working, a relocation package, free car parking, Local Government Pension Scheme, professional subscriptions paid, 'cycle scheme', and further training opportunities. The area has very competitive house prices and is well placed to access the whole country.

For an informal discussion about the post please contact Richard Stewart or Steffan Saunders on (01283) 595926 or 07971 604326.

Closing Date 11 January 2021