

PUBLIC

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Issue Dated: 3 September 2021

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Administration/Clerical/Customer Service

Business Services Assistant

JOB/21/02421

Grade 5 £9,466.56 - £9,655.56 per annum • 18 hours and 30 minutes per week • Chatsworth Hall, Matlock
Part Time • Permanent • Commissioning, Communities and Policy

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 Engineering Operations Support Team at Chatsworth Hall, Matlock.

Working in a very busy, fast paced office, the successful candidate will require suitable information & technology skills, which includes using a variety of IT systems and packages. It is essential to work as part of a team and be able to undertake a wide-range of duties such as, answering and actioning phone calls, note taking, supporting the Engineering Operations Team and processing financial information as well as general administrative tasks. Communication skills, the ability to work to deadlines and an understanding of confidentiality is essential to this post.

Closing Date 19 September 2021

Team Leader (Interim)

JOB/21/03101

Grade 9 £25,753 - £27,629 per annum • 37 hours per week • Shand House, Dale Road South, Matlock
Full Time • Fixed Term - Covering for secondment 30 November 2022 • Commissioning, Communities and Policy

Call Derbyshire, Derbyshire County Councils 24/7 Contact Centre, has an exciting opportunity for an experienced and performance driven people manager to join the team on an initial fixed term contract for a 12-month period. Reporting directly to the Customer Service Manager, you will manage, coach, and develop a multi-skilled team of people who respond to a broad range of enquiries and emergency calls from both the general public and professional services. You will be expected to optimise performance, delivering on agreed KPI's to ensure achievement of service levels and consistency in communication, operational processes, and procedures across the Contact Centre. This is a busy and fast paced role where no two days are the same and an ability to manage through change is fundamental

You will already be an experienced Team Leader / Manager, used to working in a multi-skilled performance driven contact centre environment and with experience of a service delivery / resource planning and scheduling function. Ideally you will be used to working in an environment where customer satisfaction and continuous improvement are paramount.

The role will promote Call Derbyshire through participation in joint working projects with partner organisations and involves regular liaison and team working with departments across the council.

Working patterns are on a rota basis, shared across the Team Leaders, and can include some weekend cover. Please note that this role is office based.

Provisional Interview Date: Week commencing 4 October 2021.

Closing Date 17 September 2021

Apprenticeships

Apprentice - Business Support

JOB/21/01787

National Minimum Wage - Apprentice £4.30, Under 18 £4.62, 18-20 £6.56, 21-22 £8.36, 23 and over £8.91 per hour • 37 hours per week • County Hall, Matlock

Full Time • Fixed Term - To complete an apprenticeship • Place

We have an exciting opportunity for a Business Support Apprentice to join the Highways Records and Local Searches team within the Council's Place Department.

The vacancy will provide an excellent opportunity for an enthusiastic person to develop skills in business administration, communication and gain knowledge of highway records and search practices within a large organisation.

The successful candidate will be working in a fast-paced team, assisting in searches in connection with house conveyance and highways developments. You will also provide administrative support to the Highways Development Control Service.

You should be a team player, show attention to detail and have an understanding of Microsoft Office. You will also have the opportunity to use bespoke IT systems.

You will be working towards your qualification in Business & Administration Level 3.

If you would like an informal chat regarding this vacancy please email either kay.hitchcock@derbyshire.gov.uk or bev.heinzman@derbyshire.gov.uk

Closing Date 19 September 2021

Architects/Engineers/Surveyors/Technical

Technician (Flood Risk Management)

JOB/21/01333

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

Full Time • Permanent • Economy, Transport and Environment

The Flood Risk Management team are looking for an enthusiastic individual to join the team and assist in delivering the statutory functions required of the team under various planning, environment and flood risk legislation.

As a Technician within the Flood Risk Management team you will be required to provide internal and external technical advice and support for flood risk management, planning, drainage etc. You will be required to support other team members in delivering Derbyshire's Local Flood Risk Management Strategy.

You will be required to liaise and work with a variety of stakeholders assisting in developing key relationships. You will also be required to attend public meetings to represent the team with investigations for flooding enquiries and you will be responsible for updating and maintaining the team's various data sets.

Closing Date 19 September 2021

Care/Social Work

Care Worker (Community) (6 Posts)

JOB/21/00934

Grade 5 £8,186.64 - £8,350.08 per annum • 16 hours per week • Clay Cross Social Services Office
Part Time • Permanent • Adult Social Care and Health

Could you make a difference to the life of an older or disabled person? If you are looking for a rewarding job with room for progression, why not join one of our valued care teams? You will be making sure residents stay healthy and happy in our care

As a Care Worker (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. 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: Holymoorside, Wadshelf, Wingerworth, North Wingfield, Temple Normanton, Clay Cross, Danesmoor and other villages in between. You will need to travel around the area to take up this role.

There are 6 Posts available:

- Posts 1 - 3 will be working 16 hours, 5 in 7 days
- Posts 4 - 6 will be working 16 hours, 3 in 7 days

We offer flexible working hours, good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight bank holidays a year (pro- rata) and extra pay for unsocial hours.

Closing Date 19 September 2021

Care Worker (Community)

JOB/21/01235

Grade 5 £9.81 - £10.01 per hour • 5 x 18 hours per week, 3 x 20 hours per week, 1 x 22 hours per week •
The Arc, Clowne
Part Time • Permanent • Adult Social Care and Health

We are looking for people to join our valued care teams helping Derbyshire residents lead independent, dignified lives.

As a Care Worker (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.

If you're looking for a rewarding job that offers flexible working hours, good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday, we would like to hear from you. You will need to travel around one of the area below to take up this role.

Area 1 - Creswell, Elmton, Whitwell, Hodthorpe, Belp, Clowne, Stanfree & Balborough:
3 x 18 hours per week - £9,210.96 - £9,394.80 per annum

Area 2 - Bolsover, Carr Vale, New Bolsover, Palterton, Hillstown, Scarcliffe, New Houghton, Shuttlewood, Glapwell, Doe Lea, Shirebrook, Langwith, Upper Langwith, Langwith Junction & Whaley Common:
1 x 18 hours per week - £9,210.96 - £9,394.80 per annum
2 x 20 hours per week - £10,233.24 – £10,437.60 per annum

Area 3 - South Normanton, Blackwell, Pinxton, Newton, Tibshelf, Westhouses, Hilcote, Stainsby:

1 x 18 hours per week - £9,210.96 - £9,393.80 per annum
1 x 20 hours per week - £10,233.24 - £10,437.60 per annum 1 x 22 hours per week - £11,257.56 - £11,482.32 per annum

Closing Date 19 September 2021

Enablement Worker **JOB/21/02569**

Grade 5 £18,933 - £19,311 per annum • 37 hours per week • Chesterfield Community Centre-Chesterfield Mental Health, Tontine Road

Full Time • Permanent • Adult Social Care and Health

An opportunity has arisen to apply for the position of Enablement Worker within the Mental Health Enablement service. The applicant will need to be a motivated, enthusiastic individual with the ability to provide a wide range of practical, social and general support services for individuals experiencing difficulties in managing their day to day lives. The successful applicant will typically work alone and will provide support to clients on a 1:1 basis in the community in line with the agreed Personal Service Plan.

The post is based in Chesterfield and covers the North East Derbyshire area. You will therefore be expected to travel throughout a large geographical area, and on occasion to other locations within Derbyshire.

*Please state if you are a car driver on your application.

The service predominately works with working age adults with a mental health need on a short-term basis to support them through periods of difficulty, to promote independence, connect people with their communities and to support discharge from hospital. The team of Enablement workers also provide some long-term packages of support.

The service provides time limited support, highly focused on maximizing independence to reduce ongoing care and support needs. We aim to support clients to become more resilient in managing their mental health issues and reduce risk by enabling them to gain skills and build confidence in a way that empowers them to exercise maximum choice and control.

Inspiring confidence and motivation is a key factor, alongside regular goal setting to achieve daily living tasks such as self-care, money management, addressing hoarding issues, accessing public transport, referring to outreach services such as welfare rights, adult learning, housing etc, and assisting people to build social networks to promote a sense of well-being and belonging.

To be offered an interview, applicants must demonstrate they can meet the essential criteria as a minimum. Use the space within 'Suitability for Job' to work through these points. Specifications are provided in the 'Job & Person profile'.

Closing Date 19 September 2021

Care Worker (Community) (8 Posts) **JOB/21/02608**

Grade 5 £18,933 - £19,311 per annum pro rata • Various hours available • Ecclesfold Resource Centre, Chapel En Le Frith

Part Time • Permanent • Adult Social Care and Health

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

We're looking for people to join our valued care teams helping Derbyshire residents lead independent, dignified lives. Vacancies are available based in and around various areas including Whaley Bridge, New Mills, Chapel-en-le-Frith, Buxton, Castleton and Hope Valley.

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

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

If you're looking for a rewarding job that offers flexible working hours, good rates of pay and a good pension, free uniform, high quality training and many other benefits including a minimum of five weeks holiday and eight bank holidays a year (pro-rata) and extra pay for unsocial hours, we'd like to hear from you. You'll need to travel around the area to take up this role.

Closing Date 19 September 2021

Senior Care Worker **JOB/21/02754**

Grade 7 £11,774.88 - £12,841.92 per annum • 21 hours per week • Meadow View Home for Older People, 300 Bakewell Road, Matlock

Part Time • Permanent • 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 one of the senior persons on duty 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. QCF Level 2 Health and Social Care essential.

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 7pm and 7am, where enhanced rates of pay apply. Enhanced pay rates are paid for Bank Holiday working.

Closing Date 19 September 2021

Night Care Assistant **JOB/21/02811**

Grade 5 £9,210.96 - £9,394.80 per annum • 18 hours per week • Newhall Bungalow, Off Meadow Lane Newhall, Swadlincote

Part Time • Permanent • Adult Social Care and Health

We are seeking a motivated and enthusiastic person to join our team of night care staff at Newhall Bungalow. 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. The hours are 18 per week working across a 4-week rolling rota. The hours are to include bank holidays and weekends.

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 19 September 2021

Residential Social Care Worker **JOB/21/02920**

Grade 9 - 11 £25,753 - £36,155 per annum • 37 hours per week • Newhall Bungalow, Newhall, Swadlincote
Full Time • Permanent • Adult Social Care and Health

We are seeking an enthusiastic and motivated person to join our team as a Residential Social Care Worker at Newhall Bungalow.

You will be working within a small team assisting clients within the respite and life skills unit. You will be required to undertake personal care duties and must have a good understanding of moving and handling methods. A good understanding of health and safety within the workplace is also required.

Candidates should have good communication skills and be competent in using IT equipment and completing relevant documentation. Ideally you will have a good understanding of adults with a learning disability.

Qualification required is NVQ level 3 in health and social care, it is also a requirement that employees undertake additional training as required annually.

Closing Date 19 September 2021

Social Worker **JOB/21/02991**

Grade 9 - 11 £25,753 - £36,155 per annum • 37 hours per week • South Derbyshire District Council (DCC), Swadlincote

Full Time • Permanent • Adult Social Care and Health

You will be joining our busy South Derbyshire South Personalisation and Prevention Team. We are a generic adult care team. The successful applicant will need to have a great deal of knowledge working with adults who have a range of needs. You will be expected to carry out Care Act (2014) assessments, Mental Capacity Assessments and Safeguarding Enquiries.

The team also have responsibilities to facilitate safe discharges from hospitals into the community or to other establishments and develop person centred care and support plans for clients according to their eligible needs. You will be expected to work as part of a team and partake in the duty system on a rota basis. We work in close partnership with Health and Social Care colleagues, private sector, housing and voluntary sectors, communication skills are essential. You must be fully qualified and registered with Social Work England.

A mileage allowance is attached to this post, but it is possible for the allowance to be converted to other forms of transport where there is a requirement to undertake travel as part of this post.

Closing Date 19 September 2021

Care Worker (2 Posts) **JOB/21/03050**

Grade 5 £18,933 - £19,311 per annum pro rata • Post 1, 36 hours and 18 minutes per week Post 2, 29 hours and 30 minutes per week • The Spinney Home for Older People, Chesterfield
Guaranteed Hours Available • 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 socializing 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.

Post 1, 36 hours and 18 minutes per week annual salary £18,575.16 - £18,946.08 per annum.

Post 2, 29 hours and 30 minutes per week annual salary £15,095.28 - £15,396.72 per annum.

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.

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.

Closing Date 19 September 2021

Care Worker

JOB/21/03051

Grade 5 £9.81 - £10.01 per hour • As and when required • The Spinney Home for Older People, Chesterfield

No Guaranteed Hours • Relief • 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 socializing 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 19 September 2021

Senior Care Worker

JOB/21/03082

Grade 7 £11,774.88 - £12,841.92 per annum • 21 hours per week • Lace Maker Court, Home for Older People, Long Eaton

Part Time • Permanent • 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.

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: 1 October 2021

Closing Date 19 September 2021

Care Worker **JOB/21/03092**

Grade 5 £13,544.64 - £13,815.12 per annum • 26 hours and 28 minutes 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'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 would like 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.

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.

Working hours are flexible based on a 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: 28 September 2021

Closing Date 19 September 2021

Care Worker **JOB/21/03093**

Grade 5 £13,406.52 - £13,674.12 per annum • 26 hours and 12 minutes 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'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 would like 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.

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.

Working hours are flexible based on a 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: 28 September 2021

Closing Date 19 September 2021

Senior Care Worker **JOB/21/03095**

Grade 7 £10.75 - £11.73 per hour • As and when required • The Leys Home for Older People, Ashbourne

No Guaranteed Hours • Relief • Adult Social Care and Health We are looking to recruit a relief senior care worker.

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.

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 7pm and 7am, where enhanced rates of pay apply. Enhanced pay rates are paid for Bank Holiday working.

Closing Date 19 September 2021

Care Worker **JOB/21/03100**

Grade 5 £12,793.08 - £13,048.44 per annum • 25 hours per week • Goyt Valley House home for Older People, New Mills

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.

Closing Date 19 September 2021

Care Worker

JOB/21/03107

Grade 5 £9.81 - £10.01 per hour • As and when required • Holmlea Home for Older People, Tibshelf

No Guaranteed Hours • Relief • 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: 28 September 2021.

Closing Date 19 September 2021

Care Worker

JOB/21/03108

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: 28 September 2021.

Closing Date 19 September 2021

Service Manager **JOB/21/03113**

Grade 13 £41,782 - £45,362 per annum • 37 hours per week • Clay Cross Resource Centre, Clay Cross

Full Time • Permanent • Adult Social Care and Health

We are looking for an enthusiastic, well-motivated and innovative person to provide leadership and direction for the continued development of the Brokerage service.

The post holder will also contribute towards meeting the requirements of the Care Act including Market Shaping and the development of Market Position Statements. Duties will also include reviewing and developing the Brokerage system and assisting with the preparation of management information reports.

The post holder will need to demonstrate professional social work leadership in promoting and advocating on behalf of adult care clients to ensure they are able to maximise choice and control. Developing partnership arrangements with a range of stakeholders that include service users, self-funders, carers, in-house and independent providers, assessors and managers will be crucial. The post holder will also need to help identify whether services meet expectations, are safe, contract compliant and where appropriate to identify any shortfall in availability.

Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Criminal Record 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: 22 September 2021.

Closing Date 19 September 2021

Caretaking/Cleaning/Security

Domestic **JOB/21/03087**

Grade 3 £12,295.68 per annum • 25 hours per week • Ada Belfield Centre, Home for Older People, Belper

Part Time • Permanent • Adult Social Care and Health

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

Provisional Interview Date: 4 October 2021

Closing Date 19 September 2021

Catering

Catering Supervisor **JOB/21/02368**

Grade 5 £11,173.56 - £11,396.64 per annum • 25 hours and 30 minutes per week, 39 weeks per year •

Grange Primary School, Long Eaton

Part Time • Permanent • Childrens Services

We are looking for a motivated individual to support approximately 27 schools in the Long Eaton area and at times other schools across Derbyshire. This position requires you to be able to drive and have access to a car as you will be working at various schools cooking between 100 to 700 meals per day depending on the size of the school Your base will be Grange Primary School but you will be working off site the majority of the time at other locations

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

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

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

Provisional Interview Date: September 2021

Closing Date 19 September 2021

Catering Supervisor **JOB/21/02417**

Grade 5 £15,794.76 - £16,110.12 per annum • 37 hours per week, 38 weeks per year • City of Derby Academy, Sinfon

Full Time • Permanent • Childrens Services

Working as part of the catering team, the post-holder will have the responsibility for managing all aspects in our busy kitchens. This will include general kitchen duties, food preparation, service and bookwork for a number of meals per day, this may include exports. You will need to demonstrate all-round catering experience and have good communication skills. Working to pre-planned menus, it is essential that potential candidates possess an awareness of portion and cost control.

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

Closing Date 19 September 2021

Catering Assistant **JOB/21/02683**

Grade 2 £2,580.24 per annum • 6 hours and 15 minutes per week, 39 weeks per year • Weston On Trent CE Aided Primary School

Part Time • Permanent • Childrens Services

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

Provisional Interview Date: September 2021

Closing Date 19 September 2021

Catering Assistant **JOB/21/03103**

Grade 2 £5676.72 per annum • 13 hours and 45 minutes per week, 39 weeks per year • St John's CE Voluntary Controlled Primary & Nursery School, Belper

Part Time • Permanent • Childrens Services

You will be working as part of a team in a busy production kitchen that cooks over 300+ meals daily. You will be 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. This post includes furniture 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. This position is term time only.

Closing Date 19 September 2021

Catering Assistant **JOB/21/03104**

Grade 2 £4,747.92 per annum • 11 hours and 30 minutes per week, 39 weeks per year • Wirksworth CE (Controlled) Infant School, North End Off Greenaway Croft, Part Time • Permanent • Childrens Services

You will be working as part of a catering team of 2 at Wirksworth C of E Infants and will be assisting with the service of the lunchtime meals to approximately 55 children and clearing down afterwards. This post will include furniture duties which includes putting furniture up and down.

At times you may also be asked to work at Wirksworth County Infants which is where the food is prepared. 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

Closing Date 19 September 2021

Catering Assistant **JOB/21/03121**

Grade 2 £3,616.20 per annum • 7 hours and 30 minutes per week • Corfield CE Infant School, Heanor Part Time • Permanent • Childrens Services

You will be working as part of a catering team of 2 at Corfield Primary and will be assisting with the service of the lunchtime meals to approximately 95 children and clearing down afterwards. This post will include furniture duties which includes putting furniture up and down.

At times you may also be asked to work at Coppice Primary which is where the food is prepared.

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.

Closing Date 19 September 2021

Childrens Social Care/Social Work

Residential Children's Worker **JOB/21/03079**

Grade 9 £9,258.24 - £9,932.64 per annum (£13.35 - £14.32 per hour) • 13 hours and 18 minutes per week • Peak Lodge - Hill View, Chinley, High Peak 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 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 and will receive regular supervision.

The successful applicant will be responsible for providing a child/young person-centred service working in partnership with them, their families or carers and with colleagues from other settings.

You will need experience of working with and understanding the factors that lead young people into residential care together with an understanding of the Children Act and National Care Standards are required. Must hold or be willing to gain Diploma Level 3 Children & Young People's Workforce.

The successful applicant will be responsible for providing a child/young person-centred service working in partnership with them, their families or carers and with colleagues from other settings.

You will need experience of working with and understanding the factors that lead young people into residential care together with an understanding of the Children Act and National Care Standards are required. Must hold or be willing to gain NVQ III Health and Social Care (Children). Minimum age is 21 years old.

For further information, please call 01629 533 868

Provisional Interview Date: 6 October 2021

Closing Date 19 September 2021

Social Worker (Children's Disability Team)

JOB/21/03111

Grade 9-11 £27,629 - £36,155 per annum. A *market supplement of between £2,000 and £4,000 per annum is currently payable to 30 June 2023 • 37 hours per week • Polygon Centre, Alfreton Park, Alfreton Full Time • Fixed Term - Covering for secondment August 2022 • Childrens Services

Over the past 2 years Derbyshire has successfully recruited to social work posts across the county as part of our strategy to reduce caseloads and promote effective working relationships with children and families through our systemic approach to social work intervention.

During this period, we have supported a number of newly qualified social workers to progress in their career and have added experienced social workers to our existing workforce. As a result, we have increased our retention rates through supportive frameworks and excellent progression opportunities.

Derbyshire is an ambitious and innovative Authority and is keen to continue to build upon our successful recruitment by adding to existing workforce.

This post is fixed term for 12 months to August 2022, to cover for secondment and is based within the Safeguarding and Specialist Disabled Children's Services in the Erewash team at The Polygon, Alfreton alongside other experienced Social Workers, Community Care Workers and Children's Occupational Therapists. We work hard to ensure that our Social Workers have the time and resources to operate effectively and 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.

We believe that hard work and commitment to your role should be rewarded, so we offer a package to our social workers that will ensure you always feel supported and valued:

A manageable caseload

- Accelerated pay progression opportunities
- Access to an excellent range of training and development opportunities, worth over £5000
- stemic training equivalent to Post Graduate Certificate
- Excellent supervision and a supportive peer network
- Effective leadership and management
- Fantastic opportunities for career progression and further formal qualifications
- Diverse range of cases providing an exciting, challenging and rewarding career
- High morale within the teams
- DBS fee covered and Social Work England registration fee reimbursed

Derbyshire is a fantastic place to live and work, with the miles of peaceful countryside and quaint villages making the county extremely appealing.

If you are Social Work qualified and have a Social Work England registration, or are a graduate waiting for registration, we would love to hear from you. Apply today, or for more information, email socialwork.childrens@derbyshire.gov.uk

If you would like to talk to someone informally about this post, please ring and ask for Jessica Gallagher, Team Manager, contact number: 07771 910139.

Posts in Child Protection roles will attract a starting salary of £27,629 pro rata.

*A market supplement is currently attached to this post. This is a separate payment made in addition to the normal salary as detailed below. All market supplement payments are reviewed 6 months prior to their proposed end date to determine whether the supplement should continue.

Appointed on	Basic salary per annum	Market supplement payment per annum	Salary including market supplement per annum
Grade 9: pay point 19	£27,629	£4,000	£31,629
Grade 10: pay points 20-23	£28,682-£31,832	£3,000	£31,682-£34,832
Grade 11: pay points 24-27	£32,913-£36,155	£2,000	£34,913-£38,155

Closing Date 8 September 2021

Social Worker (Non-Agency Adoption) JOB/21/03112

Grade 9 - 11 £12,876.48 - £18,077.52 per annum • 18 hours and 30 minutes per week • County Hall, Matlock Part Time • Fixed Term - Covering for maternity leave • Childrens Services

The post is located at County Hall, Matlock, and is accountable to the Team Manager, Non-Agency Adoption. It is an established permanent post within the Adoption & Fostering Service which is part of Children's Services. Much of the adoption service moved to the new regional adoption agency on April 1 2019 but this post remains within Derbyshire County Council. As such there is the opportunity to be part of a small team that develops the two main functions of the post - non-agency (stepparent) and intercountry adoptions. There may also be the opportunity to work with birth parents whose children have an adoption plan

The adoption social workers offer advice to non-agency adopters including those wishing to adopt from abroad and complete timely and analytical reports for the court, having assessed the appropriateness of the application. They offer an advice line to people wishing to adopt from abroad or wanting to adopt a child known to them, complete initial visits and assessments of these applicants. There will be some interagency working.

Social workers are expected to:

- be compliant with Adoption Regulations, National Minimum Standards and Guidance; keep up to date their personal knowledge on resources, trends and developments
- make use of research evidence and practice
- have a commitment to personal development

Closing Date 19 September 2021

Conservation/Environment

Countryside Warden

JOB/21/03076

Grade 6 £19,697 - £20,145 per annum • 37 hours per week • Hayfield Countryside Centre, High Peak
Full Time • Permanent • Place

A vacancy has arisen in the Wider Sites team within Derbyshire County Council's Countryside Service, working primarily in the North West of the County. Your work as a warden in the Wider Sites Team will be across a diverse portfolio of Countryside sites including Country Parks, Multi-user Trails, and many other varied greenspaces. You will have the opportunity to work with and support other countryside staff in the North East and South of the County. This is an exciting opportunity to become part of a busy County-wide Countryside Service working with an exceptional team of experienced Wardens and Rangers.

- Working as part of the Derbyshire County Council's Countryside Service team, you will provide a high quality and effective service, undertaking duties supporting the day to day operation and management of Countryside sites and facilities
- You will be able to demonstrate skills in landscape and habitat management, path/trail and waterway maintenance, access improvements, events and interpretation as well as community action co-ordination and engagement
- You will have a background in countryside management, recreation and practical conservation, with experience in the principle duties relating to management of countryside visitor sites and their facilities. Experience of working with, supervising and motivating volunteers would be an advantage
- A committed individual, ideally you will have excellent communication skills, be well organised and be a creative team player; but equally able to work on your own initiative

For an informal discussion about this role, please contact Mark Hudson on 07899 062436

Provisional Interview Date: 1 October 2021

Closing Date 19 September 2021

Education - Youth & Adult Services

Programme Development Worker (2 Posts)

JOB/21/03117

Grade 9 £12,876.48 - £13,814.52 per annum • 18 hours and 30 minutes per week • Hunloke Centre (Chesterfield), Birdholme

Part Time • Permanent • Childrens Services

Derbyshire Adult Community Education Service Apprenticeship Team are seeking to appoint a suitably qualified Programme Development Worker (PDW) to work across the Derbyshire area. PDW posts carry out a wide range of duties supporting the development of provision. Your duties will include both classroom and work-based delivery of apprenticeships, management of delivery staff, promotion and improvement of apprenticeship standards. Applicants should be occupationally competent, have recognised subject qualifications and already hold an adult teaching qualification.

Experience in one or more of the following apprenticeships is required:

- Adult Care Worker Level 2
- Lead Adult Care Worker Level 3
- Customer Service Practitioner Level 2
- Business Administrator Level 3
- Team Leader/Supervisor Level 3
- Teaching Assistant Level 3
- Early Years Educator Level 3

- School Business Professional L4

PDWs applying for this vacancy should:

- Have experience of working with and motivating apprentices
- Have experience of work-based delivery
- Have experience of planning and delivering apprenticeship standards.
- Have experience of working with employers
- Be committed to promoting equality, diversity and British Values
- Be experienced at monitoring and overseeing quality within apprenticeships
- Be flexible and able to adapt and differentiate across various apprenticeship roles and environments

Provisional Interview Date: 28 September 2021.

Closing Date 19 September 2021

IT/Telecoms

ICT Officer - Service Desk

JOB/21/02536

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

Full Time • Permanent • Commissioning, Communities and Policy

Following a restructure, ICT Services are embarking on an exciting journey to enhance and develop our ICT provision, providing a consistent high quality service whilst putting the customer first in all we do. We have an exciting opportunity for an ICT Officer to join our successful Service Delivery support desk. If you have excellent customer service skills, enjoy troubleshooting and helping customers, have a broad interest and understanding of ICT, and have experience of working in an ICT environment then this is the role for you. The successful candidate will provide 1/2-line technical advice and support to Derbyshire County Council staff, take the lead in investigating issues and working with other teams to find resolutions. You must be a strong team player and have the ability to work under pressure.

Closing Date 12 September 2021

ICT Officer (On-Premise and SaaS Applications) (4 Posts)

JOB/21/03055

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

Full Time • Permanent • Commissioning, Communities and Policy

Our recently restructured Applications Team is looking to recruit to its SaaS and On-Premise Applications Teams. The ideal candidate will be experienced in system support of Cloud and On-Premise hosted business systems, possess strong analytical and problem-solving skills and preferably have strong data and system integration experience.

As an excellent team player who is eager to learn, inspire, support others and share your knowledge, you will join our team focussing on getting the best value for our citizens and colleagues from their systems and data.

You will have:

- A keen interest in technology
- A desire to help people improve the way that they work
- A positive “can do” attitude with an ability to motivate others
- A very strong emphasis on customer service and putting our customers’ needs first
- The ability to work collaboratively with others and to be open, friendly and flexible
- Confidence to work under pressure and manage several tasks simultaneously

You will play a key role in:

- Providing 2nd and 3rd line ICT support to agreed service levels
- Identifying opportunities and solutions to improving the services

we offer

- Supporting continuous improvement, high-performance and collaboration
- Providing technical support for upgrades, changes and system enhancements

If the description matches you and you would like a new challenge, we look forward to receiving an application from you.

Provisional Interview Date: 21 September 2021

Closing Date 12 September 2021

Senior ICT Manager - Enterprise Licence Manager

JOB/21/03077

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

Full Time • Permanent • Commissioning, Communities and Policy

We have an exciting opportunity for a Senior ICT Manager within our ICT License Management Function. This is a key role within the ICT Service and is pivotal in our drive to change and improve service delivery, maintain compliance, and achieve value for money. You will lead a small but committed team who deal with all aspects of software licensing across the Council, you will be expected to lead by example, and ensure your team embraces change, builds skills and knowledge, and promotes collaboration.

Ideally the successful candidate will have good technical awareness, ICT knowledge, and demonstrable experience in the following areas

- Knowledge of how ICT can be used to drive change and improve service delivery
- Clear communication skills and be able to negotiate, persuade and influence outcomes critical to the business
- Creating and presentation clear accessible reports/business cases for senior managers
- Financial management

Additionally, although not essential having skills or experience in the following areas would be advantageous

- Power BI
- SQL Server
- Microsoft365
- Azure
- Data Analysis

Commitment, a strong work ethic, an enthusiasm to implement change and the ability to work flexibility to deadlines, is essential for this role.

In return you can expect a varied, challenging and fulfilling career and be part of a team providing an essential service to the Council.

For further information contact sarah.wallis@derbyshire.gov.uk

Provisional Interview Date: Week commencing 4 October 2021

Closing Date 19 September 2021

ICT Assistant**JOB/21/03081****Grade 8 £23,250 - £25,128 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

Our recently restructured Applications Team is looking to recruit to its On-Premise Team. The ideal candidate will have some experience in system support of business solutions, possess good analytical and problem-solving skills and have strong all-round IT knowledge and skills.

As an excellent team player who is eager to learn, inspire, support others and share your knowledge, you will join our team focussing on getting the best value for our citizens and colleagues from their systems and data.

You will have:

- A keen interest in technology
- A desire to help people improve the way that they work
- A willingness to learn and develop
- A positive “can do” attitude
- A very strong emphasis on customer service and putting our customers’ needs first
- The ability to work collaboratively with others and to be open, friendly and flexible
- Confidence to work under pressure and manage several tasks simultaneously

You will play a key role in:

- Providing 2nd and 3rd line ICT support to agreed service levels, identifying opportunities and solutions to improving the services we offer.
- Supporting continuous improvement, high-performance and collaboration and
- providing technical support for upgrades, changes and system enhancements

If the description matches you and you would like a new challenge, we look forward to receiving an application from you.

Provisional Interview Date: 28 September 2021

Closing Date 19 September 2021

Maintenance/Construction/Property Services

Contract Manager (2 Posts)**JOB/21/03065****Grade 11 £32,913 - £36,155 per annum • 37 hours per week • Chapel-en-Le-Frith, Darley Dale and****Willington**

Full Time • Permanent • Place

We are looking for experienced individuals to manage in-house maintenance and construction services at both Darley Dale/Chapel-En-Le-Frith and Willington depots.

The post holder will be responsible for their respective depot and the management of day to day maintenance activities on all aspects of planned work inclusive of adverse weather operations, during normal working hours and out of hours, whilst striving to achieve improved performance in service delivery in line with asset management principles and the Code of Practice for Well Managed Highway Infrastructure.

The post holder will be challenged to increase the efficiency and effectiveness of the service delivery provided, working in partnership with departmental colleagues and the supply chain.

The successful candidates will form part of the Maintenance and Construction section's management team and will need to demonstrate management experience in highway maintenance, the ability to manage significant budgets and possess good communication skills.

Provisional Interview Date: 23 September 2021.

Closing Date 19 September 2021

Management

Head of Democratic and Registration Services

JOB/21/03126

Grade 15 £54,456 - £59,914 per annum • 37 hours per week • County Hall,

Matlock

Full Time • Permanent • Commissioning, Communities and Policy

Are you looking for a new challenge and a job with a difference?

This is an excellent opportunity to lead a team responsible for a diverse range of functions including Democratic Services, Registration Service, Coroner Service, Derbyshire Business Centre and Member and Management Support.

As the Head of Democratic & Registration Services you'll be a key member of the senior leadership team for Legal and Democratic Services, providing clear strategic management and operational leadership, to deliver a modern, proactive and enterprising legal service to the Council.

As statutory Scrutiny Officer, you will promote the role of and provide support to our Improvement and Scrutiny Committees.

You will have excellent leadership skills to inspire, motivate, and develop individuals and teams to perform at their best and significant experience of working at a senior level in a local government environment or other similar complex organisation.

You will be politically astute and able to engage, persuade and command the confidence of and establish credibility with Elected Members, Senior Officers, staff and stakeholders.

Of course, central to the role is ensuring robust decision-making processes are in place that comply with legislation and the Constitution; but it is so much more than this. As Head of Democratic & Registration Services you will have the opportunity to manage multiple service areas, developing and implementing new systems and initiatives and driving continuing service efficiencies.

This post is politically restricted.

Derbyshire is a wonderful place to live, visit and work and the Council can offer you:

- Access to a Pension Scheme
- 25 days annual leave per year (rising to 30 days after 5 years continuous service) plus 8 bank holidays (pro rata)
- Flexible working
- Training and development opportunities - We encourage staff development and will work with you to develop your potential including supporting with undertaking further qualifications
- Paid travel expenses as there may be the requirement to travel to other sites
- Car share/parking/smarter travel scheme including access to the cycle to work scheme and electric charging points (at County Hall)
- Access to our in-house occupational services which also includes free eye tests, physiotherapy, and counselling

When working from the office the post will be based at County Hall in Matlock in the heart of the Derbyshire Dales. To arrange an informal discussion regarding this post, please contact Helen Barrington at helen.barrington@derbyshire.gov.uk.

Provisional Interview Date: Week commencing 4 October 2021.

Closing Date 19 September 2021

Assistant Director - Legal (Family, Safeguarding & Education) JOB/21/03128
Grade 16 £61,791 - £67,419 per annum • 37 hours per week • County Hall, Matlock
Full Time • Permanent • Commissioning, Communities and Policy

This is an excellent opportunity to lead a busy, committed in-house legal team, which delivers an efficient and high quality legal service to its clients, covering a broad range of areas of law including children, adult social care, governance, employment, debt and personal injury.

As the Assistant Director - Legal (Family, Safeguarding and Education) you'll be a key member of the senior leadership team for Legal and Democratic Services, providing clear strategic management and operational leadership, to deliver a modern, proactive and enterprising legal service to the Council.

As statutory Data Protection Officer, you will lead on advising the Council and its employees in respect of compliance with data protection laws.

You will have excellent leadership skills to inspire, motivate, and develop individuals and teams to perform at their best and significant experience of working at a senior level in a local government environment or other similar complex organisation.

As Deputy Monitoring Officer you will need to have experience of working with senior Officers and Elected Members and able to demonstrate credibility, tact, diplomacy and maturity of judgement.

This post is politically restricted.

Derbyshire is a wonderful place to live, visit and work and the Council can offer you:

- Access to a Pension Scheme
- 25 days annual leave per year (rising to 30 days after 5 years continuous service) plus 8 bank holidays (pro rata) • Flexible working
- Training and development opportunities - We encourage staff development and will work with you to develop your potential including supporting with undertaking further qualifications
- Paid travel expenses as there may be the requirement to travel to other sites
- Car share/parking/smarter travel scheme including access to the cycle to work scheme and electric charging points (at County Hall)
- Access to our in-house occupational services which also includes free eye tests, physiotherapy, and counselling When working from the office the post will be based at County Hall in Matlock in the heart of the Derbyshire Dales.

To arrange an informal discussion regarding this post, please contact Helen Barrington at helen.barrington@derbyshire.gov.uk.

Provisional Interview Date: Week commencing 4 October 2021.

Closing Date 19 September 2021

Assistant Director of Legal (Commercial Property and Environment)**JOB/21/03129****Grade 16 £61,791 - £67,419 per annum • 37 hours per week • County Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

This is an excellent opportunity to lead a busy, committed in-house legal team, which delivers an efficient and high-quality legal service to its clients, covering a broad range of areas of law including procurement & contracts, property, highways & transport and pensions.

As the Assistant Director – Legal (Commercial, Property and Environment) you'll be a key member of the senior leadership team for Legal and Democratic Services, providing clear strategic management and operational leadership, to deliver a modern, proactive and enterprising legal service to the Council.

You will have excellent leadership skills to inspire, motivate, and develop individuals and teams to perform at their best and significant experience of working at a senior level in a local government environment or other similar complex organisation.

You'll have excellent financial management skills and the ability to identify the need for, design and initiate and drive change in a positive manner to support the Council's journey to becoming a more modern and effective and Enterprising Council.

This post is politically restricted.

Derbyshire is a wonderful place to live, visit and work and the Council can offer you:

- Access to a Pension Scheme
- 25 days annual leave per year (rising to 30 days after 5 years continuous service) plus 8 bank holidays (pro rata)
- Flexible working
- Training and development opportunities - We encourage staff development and will work with you to develop your potential including supporting with undertaking further qualifications
- Paid travel expenses as there may be the requirement to travel to other sites
- Car share/parking/smarter travel scheme including access to the cycle to work scheme and electric charging points (at County Hall)
- Access to our in-house occupational services which also includes free eye tests, physiotherapy, and counselling

When working from the office the post will be based at County Hall in Matlock in the heart of the Derbyshire Dales. To arrange an informal discussion regarding this post, please contact Helen Barrington at helen.barrington@derbyshire.gov.uk.

Provisional Interview Date: Week commencing 4 October 2021.

Closing Date 19 September 2021

Procurement

Senior Procurement Officer**JOB/21/03106****Grade 11 £32,913 - £36,155 per annum • 37 hours per week • Chatsworth Hall, Matlock**

Full Time • Permanent • Commissioning, Communities and Policy

Derbyshire County Council is seeking to appoint an enthusiastic Senior Procurement Officer to join the County Procurement team. The successful candidate will be responsible for managing an effective and efficient procurement service within the Property Services and Place categories. It is an exciting time to join County Procurement as we move towards a Category Management approach.

Who we are looking for?

County Procurement is looking for a dynamic and experienced procurement professional to enhance relationships with stakeholders, to drive productive collaboration and effective forward planning to manage procurements. Reporting to a Category Manager, the Senior Procurement Officer will provide procurement expertise to stakeholders within the council: advising on successful contracting within the context of public procurement regulations and the Council's Financial Regulations and Procurement Protocols. The successful candidate will take responsibility for a portfolio of contracts and conduct procurement exercises in accordance with Council procedures and Public Procurement Regulations (PPR).

The candidate will hold or be studying towards an appropriate Professional Purchasing qualification: for example, Chartered Institute of Procurement and Supply Professional Diploma (MCIPS). Alternatively, a degree in a business-related subject and/or have equivalent experience; and be able to evidence continued professional development including operating within PPR.

The candidate will have a flexible approach when fulfilling duties in an environment where urgent requests are common to ensure a comprehensive high-quality service is provided whilst managing a busy and demanding workload.

The candidate should be able to demonstrate excellent communication skills as the role will involve detailed, complex, confidential procurement issue discussions, together with relevant statutory financial and procurement regulations, with both Council staff as well as suppliers.

For further information regarding this opportunity please contact Phil Mulchinock – Category Manager Property and Place at philip.mulchinock@derbyshire.gov.uk

Closing Date 19 September 2021

Transport and Traffic

Body Repairer

JOB/21/03125

Grade 8 £23,250 - £25,128 per annum • 37 hours per week • County Transport Ambergate, Belper

Full Time • Permanent • Place

County Transport are looking to employ an enthusiastic Vehicle Body Repairer at their Ambergate Workshop. The successful candidate will report to the Assistant Bodyshop Service Manager and be fully conversant in industry standard repairs for accident damage to light vehicles.

Key tasks will include repair estimates, vehicle alignment checks, mix & apply paints to achieve a quality finish and colour match, welding, strip out vehicle components to aid in repair, maintenance on own spray equipment and the ability to conduct these tasks in pre-determined Thatcham repair times

A requirement of this post is to undergo a Derbyshire Police security vetting as part of contractual requirements. Full requirements of this post are available on the job and person profile with any queries directed to the Service Manager at Ambergate Workshops is george.pedley@derbyshire.gov.uk

Provisional Interview Date; 22 September 2021.

Closing Date 19 September 2021

Schools and Academies

Administration/Clerical/Customer Service

Receptionist/School Administrator

JOB/21/03089

Scale 3, Points 6-8, £16,792.79 - £17,470.54 • 37 hours per week • John Flamsteed Community School, Derby

Full Time • Permanent

Are you a motivated and enthusiastic individual who would enjoy working in the busy and challenging environment of a school reception office.

The successful candidate will demonstrate knowledge, understanding and experience of a busy Receptionist post whose duties will include the operation of the telephone switchboard, receiving visitors, first aid, general office duties and who will also provide administrative support for Student Services and the Office Manager.

John Flamsteed Community School is an Ofsted rated 'Good' school, enjoying an excellent local reputation, located in Denby, Derbyshire within easy reach of Nottingham, Derby, Sheffield and the Peak District. We are a founding member of the East Midlands Education Trust and work in close partnership with other academies within the Trust.

We are a growing, aspirational, friendly and popular school located in a very pleasant semi-rural area. We have a lovely open site with an extremely pleasant atmosphere. Most often praised by visitors is the smart appearance and excellent behaviour of our students.

For further details of the post and an application form, please visit www.emet.uk.com/vacancies

Completed application forms should be returned to: recruitment@emet.uk.com

Please note that we are unable to accept CVs for this post.

We welcome applications from all who feel they have the qualities to contribute to this Academy regardless of age, gender, ethnicity or religion.

Closing Date 2 September 2021

Lettings Assistant

JOB/21/03090

Grade 4, £18,561 per annum, pro rata • 21 hours per week • Lady Manners School, Bakewell

Part Time • Fixed Term - Due to finite project until the end of February 2022

Working pattern Friday 6 pm to 9pm, Saturday 9 am to 6 pm, Sunday 9 am to 6 pm

Fixed term in the first instance to 28 February 2022 with the potential for the contract to become permanent subject to lettings income. This exciting new role has been created to support to customers who hire out the school's facilities, including our new All-Weather Pitch.

The role will involve supervising the safe and correct use of the school's facilities by customers, ensuring all facilities and equipment are available and stored safely after use, and ensuring the security of the premises. Administrative support for lettings will be required, such as responding to enquiries and using our booking software. We hope to further develop our lettings offer to benefit the community and maximise income so promoting the facilities and developing links with potential customers will also be an important feature of the role.

Actual salary is £10,534 per annum.

Closing Date 12 September 2021

Administrative Officer**JOB/21/03105**

Salary: Scale 4 £20,092 – £21,748 FTE (pro rata £18,279 - £19,786) • 37 hours per week, 42 weeks per year • Chellaston Academy, Derby
Full Time • Permanent

QEGSMAT is seeking to appoint an enthusiastic, supportive and well-organised person to work alongside a team of dedicated support staff at Chellaston Academy, providing a professional frontline service to students, parents and visitors. It is necessary for the jobholder to have excellent communication skills, be organised, able to meet strict deadlines, to work on their own initiative and have attention to detail. QEGSMAT vision is to 'Question, Explore; Give; Succeed' and our exceptional staff, strong leadership and motivated children and young people, as well as excellent facilities, provide the successful formula for this.

We offer candidates:

- Support, mentoring and professional learning appropriate to the post. A forward looking, hardworking and enthusiastic team of staff with the desire and skills to improve outcomes.
- A location which has a highly successful school, with an aspirational ethos which leads to excellent levels of achievement.
- Staff, students and governors are committed to working together to build a positive learning environment, ensuring continuing success for all students.
- Our core values include hard work and personal courtesy. We firmly believe that the aim of always doing one's best is the key to sustained success.

The application process: At present, we welcome school visits for interested parties, or if you wish to have an informal conversation to discuss the role in more detail, we would be happy to arrange this. Please call 01332 702502. Further details about our school can be found on our website: www.chellaston.derby.sch.uk 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>. To apply for this position please visit www.qegsmat.com where you can apply via TES. Alternately, you can contact us at hr@qegsmat.com. Start date: As soon as possible

Closing Date 3 September 2021

School Business Officer**JOB/21/03159**

Grade 8 £9,289.32 - £10,039.68 per annum • 16 hours per week, 42 weeks per year • Harpur Hill Primary School and Nursery, Buxton
Part Time • Permanent

We are seeking to appoint a highly motivated School Business Officer to work alongside the current SBO, and Senior Leadership Team, to manage a busy office in a school with a budget of over £1m. The role is varied but the successful candidate will primarily have responsibility for Data Protection, Policies, and Nursery funding. The role will also include being the Clerk to the Governors, so working in the evening twice a term will be required (usually from 6pm to 8pm).

We are a large, happy and vibrant primary school, located in Buxton, Derbyshire. Our families are supportive, and we have strong links with the wider community. The 16 hours can be worked over 2 or 3 days per week but will include all day on a Monday. If you would like to know any additional information, please don't hesitate to contact the school on 01298 23261.

Start date: Autumn Term 2021

Provisional Interview Date: Week commencing 27 September 2021

Closing Date 22 September 2021

Education - Non-Teaching/Support Services

Higher Level Teaching and Learning Assistant

JOB/21/03119

Grade 9, £25,753 - £27,629 per annum, pro rata • 2 days per week • Somercotes Infant and Nursery School Part Time • Fixed Term - Due to funding until the end of July 2022

Thank you for your interest in the post of Higher-Level Teaching Assistant or HLTA for short. The primary function of this role will be to ensure continuity is preserved while covering classes for PPA as well as any teacher absence. We are looking for someone who is experienced, highly motivated, dedicated and committed to join our friendly school team. If you believe you have good, positive, behaviour management skills, are willing to work closely with the class teachers with lesson planning and you want to be part of a new and exciting future at Somercotes Infant & Nursery School, please apply.

The Post is a fixed term, temporary appointment starting as soon as possible until July 2022.

We can offer the successful candidate, high quality continuing professional development and training, as well as opportunities to innovate, excel and develop.

Working at Somercotes Infant & Nursery School, you will be part of the LEARNERS' Trust, a large MAT operating across, Derby, Derbyshire and Rotherham. The trust is a close community of schools that collaborate at every level to support the achievement of pupils and staff.

This is a fantastic opportunity for the right person. We would warmly encourage you to contact the school on (01773) 602258 to speak with the Executive Head of Somercotes Infant & Nursery and Somerlea Park Junior School, Mrs Kirkup about the role.

We are asking all applicants to apply on the Job Adverts (mynewterm.com) below and complete their application: Job Adverts & Applicants mynewterm.com

Please do not apply via The Derbyshire County Council Website.

Closing Date 17 September 2021

Teaching and Learning Assistant

JOB/21/03120

Grade 7, £20,745 - £22,625 per annum, pro rata • 21 hours per week, 40 weeks per year • Somerlea Park Junior School

Part Time • Fixed Term - Due to funding until the end of July 2022

Thank you for your interest in the post of Teaching Assistant at our school. This post is for 21 hours per week. We are looking for someone who is enthusiastic, dedicated and passionate about improving outcomes for our children. If you believe you can develop, nurture and encourage children in a friendly, supportive, forward thinking school, please apply.

The Post is a fixed term, temporary appointment starting as soon as possible in September 2021 until July 2022. We can offer the successful candidate, high quality continuing professional development and training, as well as opportunities to innovate, excel and develop.

Working at Somerlea Park Junior School, you will be part of the LEARNERS' Trust, a large MAT operating across, Derby, Derbyshire and Rotherham. The trust is a close community of schools that collaborate at every level to support the achievement of pupils and staff.

This is a fantastic opportunity for the right person. We would warmly encourage you to contact the school on (01773) 602258 to speak with the Executive Head of Somercotes Infant & Nursery and Somerlea Park Junior School, Mrs Kirkup about the role.

We are asking all applicants to apply on the Job Adverts (mynewterm.com link) below and complete their application: Job Adverts & Applicants (mynewterm.com)

Please do not apply via The Derbyshire County Council Website.

Closing Date 17 September 2021

Higher Level Teaching and Learning Assistant **JOB/21/03134**

Grade 9, £25,753 - £27,629 per annum, pro rata • 1 day per week • Somerlea Park Junior School
Part Time • Fixed Term until the end of July 2022

Thank you for your interest in the post of Higher Level Teaching Assistant at our school.

We are looking for someone who is enthusiastic, dedicated and passionate about improving outcomes for our children. If you believe you can develop, nurture and encourage children in a friendly, supportive, forward thinking school, please apply.

The Post is for 1 day per week working on a fixed term, temporary appointment starting as soon as possible until July 2022.

We can offer the successful candidate, high quality continuing professional development and training, as well as opportunities to innovate, excel and develop.

Working at Somerlea Park Junior School, you will be part of the LEARNERS' Trust, a large MAT operating across, Derby, Derbyshire and Rotherham. The trust is a close community of schools that collaborate at every level to support the achievement of pupils and staff.

This is a fantastic opportunity for the right person. We would warmly encourage you to contact the school on (01773) 602258 to speak with the Executive Head of Somercotes Infant & Nursery School and Somerlea Park Junior School – Mrs Kirkup about this role.

We are asking all applicants to apply on the Job Adverts (mynewterm.com link) below and complete their application: Job Adverts & Applicants (mynewterm.com)

Please do not apply via The Derbyshire County Council Website

Closing Date 17 September 2021

Teaching and Learning Assistant **JOB/21/03137**

Grade 7, £20,745 - £22,625 per annum, pro rata • 35 hours and 30 minutes per week, 40 weeks per year • Somerlea Park Junior School

Full Time • Fixed Term - Due to funding until the end of September 2021

Thank you for your interest in the post of SEND Teaching Assistant as well as a general Teaching Assistant at our school. This post will be for 35.5 hours per week.

We are looking to appoint an enthusiastic, highly motivated, dedicated and supportive person to join our friendly team, working 18 hours per week 1:1 with regard to Hearing Impaired (not deaf), for the duration of this time at Somerlea Park Junior School. The remaining hours will cover general Teaching Assistant time across the school. The Post is a fixed term, temporary appointment starting as soon as possible.

The right candidate will work alongside the class teacher and other agency professionals in a specialist role which will support the pupil to access the curriculum in the most effective way, appropriate to their needs and understanding. For the remaining hours you will support the class teachers across the school as a general Teaching Assistant.

The post will start as soon as possible. If the student (that you are working 1:1 with) moves out of the area or leaves the school before the end of Year 6, we will ensure you are provided and supported with a 30-day notice period. The general Teaching Assistant role (the remaining 17.5 hours per week) will continue for the duration of the fixed term contract.

We can offer the successful candidate, high quality continuing professional development and training, as well as opportunities to innovate, excel and develop.

Working at Somerlea Park Junior School, you will be part of the LEARNERS' Trust, a large MAT operating across, Derby, Derbyshire and Rotherham. The trust is a close community of schools that collaborate at every level to support the achievement of pupils and staff.

This is a fantastic opportunity for the right person. We would warmly encourage you to contact the school on (01773) 602258 to speak with the Executive Head of Somercotes Infant & Nursery and Somerlea Park Junior School, Mrs Kirkup about the role.

We are asking all applicants to apply on the Job Adverts (mynewterm.com link) below and complete their application: Job Adverts & Applicants (mynewterm.com)

Please do not apply via The Derbyshire County Council Website

Closing Date 17 September 2021

Special Educational Needs & Disability Teaching Assistant **JOB/21/03149**

Grade 7 £20,745.00 - £22,625.00 per annum (pro rata) • 15 hours per week, 39 weeks per year • Somerlea Park Junior School

Part Time • Fixed Term until July 2022

Thank you for your interest in the post of SEND Teaching Assistant at our school. This post will be for 15 hours per week.

We are looking to appoint an enthusiastic, highly motivated, dedicated and supportive person to join our friendly team, working at Somerlea Park Junior School.

The Post is a fixed term, temporary appointment starting as soon as possible.

The right candidate will work alongside the class teacher and other agency professionals in a specialist role which will support the pupil to access the curriculum in the most effective way, appropriate to their needs and understanding.

We can offer the successful candidate, high quality continuing professional development and training, as well as opportunities to innovate, excel and develop.

Working at Somerlea Park Junior School, you will be part of the LEARNERS' Trust, a large MAT operating across, Derby, Derbyshire and Rotherham. The trust is a close community of schools that collaborate at every level to support the achievement of pupils and staff. This is a fantastic opportunity for the right person. We would warmly encourage you to contact the school on (01773) 602258 to speak with the Executive Head of Somercotes Infant & Nursery and Somerlea Park Junior School, Mrs Kirkup about the role.

We are asking all applicants to apply on the Job Adverts (mynewterm.com link) below and complete their application: Job Adverts & Applicants (mynewterm.com)

Please do not apply using the Derbyshire County Council website.

Provisional Interview Date: Between the 22 and the 30 September 2021

Closing Date 17 September 2021

Sports Coach Learning Mentor**JOB/21/03156**

Grade 4 (scp 8- 14) (Pro Rata commencing: £15,345 per Annum) • 32 hours and 30 minutes per week, 39 weeks per year • Kirkstead Junior Academy, Pinxton
Full Time • Permanent

Kirkstead Junior Academy is looking to appoint a motivated and enthusiastic Sports Coach Learning Mentor to join our dedicated school team. Working as part of The Flying High Trust, this position offers a dynamic individual an exciting opportunity to join our ongoing journey to be the best we can be.

About the role:

We are seeking to appoint a dedicated and passionate PE Specialist, ideally with previous experience of working in schools to start in September 2021. The successful candidate will work as part of our dedicated team leading on the delivery of PE and school sport across the school. The candidate will be responsible for leading structured activities during the school day.

We are looking for someone who:

- Is personable, friendly and approachable with a can-do approach to challenges; Strives to be the best they can be with a desire to support the ongoing development of Kirkstead Junior Academy and to get the best out of everyone
- Has a passion in supporting our pupil's development and education
- Is creative, dynamic and can build effective relationships and deliver on agreed goals.

We can offer you:

- Support to develop within this role to be the best
- An opportunity to be part of a supportive, developmental school and partnership
- The opportunity for training
- A varied job where no day is the same
- An organisation committed to supporting and enabling the wellbeing of all staff

How to apply:

Please complete the school application form found on the Flying High Partnership website (or attached to this advertisement) <https://www.flyinghighpartnership.co.uk/flying-high-trust/trust-vacancies>

Please send your completed application form to: hr@pvacademies.derbyshire.sch.uk

Please do not apply using the Derbyshire County Council website.

Safeguarding and Equal Opportunities Statement:

Our organisation is committed to safeguarding and promoting the welfare of children and expects all staff and post holders to share this commitment.

We are committed to equality of opportunity for all staff and applicants. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

Provisional Interview Date: 16 September 2021

Closing Date 13 September 2021

Finance

Deputy Director of Finance

JOB/21/03152

NJC41-NJC44 (£44,863 - £47,806 per annum) • Full Time • Spencer Academies Trust

Full Time • Permanent

The Deputy Director of Finance will play a fundamental role supporting the Director of Finance in the provision of effective high quality financial management and financial services to the Trust. You will work at a strategic level and will supervise the processing of all financial transactions to ensure accurate and timely financial information to each academy's management team.

We are looking for a forward thinker who is excited by the prospect of being a part of a successful multi academy trust. You will assist in supporting Trust Senior Leadership colleagues and the Director of Finance in ensuring compliance and the delivery of sound budget planning, monitoring and reporting throughout the year. You will be committed to developing your finance team, will participate in the SAT appraisal process and undertake further professional development as required.

SAT is an educational charity, Multi-Academy Trust and Sponsor of Academies. We have approaching 16000 children and young people in our academies and employ more than 2200 teachers, leaders and educational support professionals across the East Midlands. We aspire to be a leading regional high performing Trust, with a national reputation for excellence.

We currently have 17 primary academies, 8 secondary academies and one primary aged special school in our family of schools. All of our schools benefit from the collaboration and added value that being a member of our Trust offers and share our values and beliefs. Spencer Trust academies share an ambition to deliver results that compete with the very highest performing schools in the country, and deliver a curriculum for students that is underpinned by breadth, opportunity and quality: one that seeks to give young people the opportunity to develop into well rounded global citizens that believe they can influence positive change in the world.

Mission:

Our Mission is to deliver the best possible outcomes for children and young people.

Vision:

Spencer Academies Trust is an exceptional Trust, providing an outstanding education for local children.

We Believe:

- All children have a right to a quality education regardless of background or ability and have an entitlement to the opportunity of a secure progression route in their learning and development.
- Schools are stronger when they work in collaboration with each other, operate within a 'family' and are open to a true sense of partnership.
- We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

Applicants would be expected to share the Trust's high aspirations and expectations for pupils and staff. For further information, please view the attached application pack. We also encourage you to visit our Trust website - satrust.com. If you have any questions regarding the role or would like an informal discussion with the Director of Finance, please contact Rachel Hudd at rhudd@satrust.com

Applications for this post must be submitted on our online application form, which can be found at satrust.com/vacancies, or by clicking the "apply now" link. You will also need to upload your CV and provide a covering letter, maximum two sides of A4, outlining your leadership qualities, track record and experience you would bring to the post and to the Trust. You will need to attach both the letter and CV as one document. In line with safer recruitment policies, references will be called for prior to 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: Week commencing 13 September 2021

Early applications are encouraged as our adverts do sometimes close early – So if you're keen, please apply as soon as practically possible.

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.

Closing Date 6 September 2021

Human Resources/Personnel

HR Advisor

JOB/21/03109

NJC11-NJC16 (£21,748 - £24,011 per annum) • 37 hours per week • Spencer Academies Trust, Stapleford Full Time • Permanent

We have an exciting opportunity for a strong HR generalist to join our fantastic Central HR Team to support the delivery of a high-quality professional HR service to academies across the Trust. With strong verbal and written communication skills you will be expected to provide accurate solution-based generalist HR advice and support recruitment, on-boarding and payroll processes across a number of academies.

You will have prior experience within a HR environment and should possess excellent interpersonal skills, including the ability to relate well to people on all levels with sensitivity, tact and diplomacy. This post requires someone who is highly organised and possesses excellent administrative skills, remains calm under pressure and can work to tight deadlines. You may already hold a relevant HR qualification, or you will be willing to work towards securing a CIPD qualification.

SAT is an educational charity, Multi-Academy Trust and Sponsor of Academies. We have approaching 16000 children and young people in our academies and employ more than 2200 teachers, leaders and educational support professionals across the East Midlands. We aspire to be a leading regional high performing Trust, with a national reputation for excellence.

We currently have 17 primary academies, 8 secondary academies and one primary aged special school in our family of schools. All of our schools benefit from the collaboration and added value that being a member of our Trust offers and share our values and beliefs. Spencer Trust academies share an ambition to deliver results that compete with the very highest performing schools in the country, and deliver a curriculum for students that is underpinned by breadth, opportunity and quality: one that seeks to give young people the opportunity to develop into well rounded global citizens that believe they can influence positive change in the world.

Mission

Our Mission is to deliver the best possible outcomes for children and young people.

Vision

Spencer Academies Trust is an exceptional Trust, providing an outstanding education for local children.

We Believe:

- All children have a right to a quality education regardless of background or ability and have an entitlement to the opportunity of a secure progression route in their learning and development.
- Schools are stronger when they work in collaboration with each other, operate within a 'family' and are open to a true sense of partnership.

- We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

Applicants would be expected to share the Trust's high aspirations and expectations for pupils and staff. Applications for this post must be submitted on our online application form, which can be found at satrust.com/vacancies, or by clicking the "apply now" link.

In line with safer recruitment policies, references will be called for prior to interview.

Our adverts do sometimes close early, even where there's a published deadline – and so if you're keen, please apply as soon as practically possible.

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.

Closing Date 13 September 2021

Partner and Other Organisations

Belper Town Council

Town Clerk

JOB/21/03118

NALC/SLCC Scale LC3 new SCP 33 - 45 (£36,922 - £49,213 FTE) • 30 hours per week • Belper Town Council, St Johns Chapel, The Butts
Part Time • Permanent

Belper Town Council serves Belper and the neighbouring villages of Milford, Makeney, Farnah Green and Blackbrook. There are 16 Councillors representing 22,000 people. The Council's precept for 2021/22 is £590,058. The Council is looking for a dynamic individual with a strong academic record and must have either achieved the Certificate in Local Council Administration or be prepared to work toward achieving it within an agreed timescale. The post is advertised at 30 hours per week including attendance at evening meetings. The post is based at the Council's Office (St Johns Chapel, The Butts, Belper).

The salary is pro rata NALC/SLCC Scale LC3 new SCP 33 - 45 (£36,922 - £49,213 FTE) dependant on experience.

Application packs can be downloaded from the Council's website – www.belpertowncouncil.gov.uk or by emailing clerk@belpertowncouncil.gov.uk

We encourage applications from under-represented groups. If you require adaptations to enable you to submit this application, please get in touch.

Belper Town Council is committed to promoting a diverse and inclusive community and will not discriminate on the grounds of race, sex, gender, sexual orientation, age, religion or belief, disability, marriage and civil partnership, gender re-assignment, pregnancy or maternity, or trade-union membership as an employer.

Interviews to be held on 10 September 2021 with a view to the post being appointed to at the Full Council meeting on 14 September 2021.

Closing Date 6 September 2021

Bolsover District Council

Refuse Operative

JOB/21/03102

£20,202 to £21,432 per annum • 37 hours per week • Riverside Depot, Mansfield Road, Doe Lea, Chesterfield, Derbyshire

Full Time • Permanent

Provide refuse collection, assist in the delivery of grounds maintenance and street cleansing functions, and undertake environmental improvement projects throughout Bolsover District Council areas.

Bolsover District Council is a dynamic and ambitious organisation that takes pride in delivering excellent services to our community whilst driving economic growth and environmental sustainability for the district.

The successful candidate will work in the Council's Streetscene Team undertaking a variety of tasks in relation to routine collection rounds and the removal of household, industrial and commercial refuse from a variety of locations. On occasion this role will also assist in the undertaking of grounds maintenance, street cleansing functions and environmental improvement projects.

To be successful you will need:

- An understanding of Health and Safety systems, including when working on or adjacent to highways. Experience with light commercial vehicles including their routine daily maintenance, checks and default reporting.
- The ability to work to fixed work schedules and tight deadlines and sustain high levels of physical output over prolonged periods.
- Valid Full Driving License (Category B).

Previous experience of working in a Refuse Collection or Street Cleansing Service area would be advantageous. For a full list of job details and requirements please view the Job Description and Person Specification.

Bolsover District Council is a great place to work and if you join our team, you will become part of a talented and dedicated workforce. If you are keen to make a difference to people's lives and develop your skills and experience, we would like to hear from you.

We offer a competitive salary, Local Government Pension Scheme, generous annual leave entitlement and excellent work/life balance initiatives. Learn more about the benefits of working for us at: Bolsover.gov.uk

If you are interested in this post, please apply using the online application on our dedicated webpage on Derbyshire Jobs at: [Bolsover District Council Vacancies](#) / [Derbyshire - Jobs and Careers](#) by clicking 'Apply for this job' and creating an account. You can save your progress and exit the application at any time, coming back to it at a later stage to complete and submit your application. Applications close 11.55pm, 12 September 2021. Please read the Guidance Notes provided before completing any application and please note that CV's will not be accepted.

If you do not have internet access, you can request an offline application pack by contacting Bolsover District Council Contact Centre on 01246 242424 or emailing: humanresources.bdc&neddc@ne-derbyshire.gov.uk
We welcome applications from all sections of the community.

For an informal discussion about the post, please contact Steve Brunt, Assistant Director Streetscene, on 01246 217264 or email Steve.Brunt@ne-derbyshire.gov.uk

If you have not received any communication within 4 weeks of the closing date, please assume you have been unsuccessful on this occasion and we thank you for your interest in the job role.

Closing Date 12 September 2021

Derbyshire Dales District Council

Development Manager

JOB/21/03123

Grade 13 (SCP 42-45, £45,859-£49,283 per annum) • 37 hours per week • Town Hall Matlock
Full Time • Permanent

Derbyshire Dales is one of the most beautiful Districts in the Country, combining spectacular countryside with easy access to Derby, Nottingham, Sheffield and Manchester. Our busy Development Management team process in excess of 1,500 planning applications of all types each year, with the purpose of protecting the character of the area, creating healthy and sustainable communities and strengthening the economy. An opportunity has arisen to lead our team of planning officers in delivering these aims.

We are looking for an experienced and confident Planner with a proven track record of leading on and delivering high quality development that maximises the benefits of development for residents.

The successful candidate must be well organised and self-motivated with the ability to work under pressure. You must have excellent communication and negotiation skills and the ability to ensure our team delivers a high quality service to our customers. We would expect the successful candidate to have had at least 5 years' Development Management experience at a senior level.

In return we can offer you the opportunity to further develop your career within an excellent authority, with the benefits of agile working, flexitime, a local car user allowance policy and professional development opportunities. For further information please contact Tim Braund, Director of Regulatory Services on 01629 761118; or email tim.braund@derbyshiredales.gov.uk

Please apply online at www.derbyshiredales.gov.uk

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

Closing Date 3 October 2021

Planning Enforcement Officer

JOB/21/03124

Grade 6 (SCP 10-15 - £21,322 - £23,541 pro rata per annum) • 22.2 hours per week • Town Hall Matlock
Part Time • Permanent

Derbyshire Dales is one of the most beautiful districts in the country, combining spectacular countryside with easy access to Derby, Nottingham, Sheffield and Manchester. An opportunity has arisen to work in this environment within our Development Management team and to play an important role in helping to deliver the Council's vision for development in the district. You will either have experience of enforcement work in planning or in another law enforcement area, together with a knowledge of the planning system.

The successful candidate must be well organised and self-motivated with the ability to work independently at times. You must have good communication and negotiation skills and the ability to help to resolve problems.

In return we can offer you the opportunity to develop your career within an excellent authority, with the benefits of car user allowance policy, flexitime and professional development opportunities.

For further information please contact Chris Whitmore, Principal Planning Officer on 01629 7613171; or email chris.whitmore@derbyshiredales.gov.uk

Please apply online at www.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.

Closing Date 3 October 2021

Casual Sports Coach**JOB/21/03147**

Grade 5: SCP 6 – 9 (£19,698 - £20,903 per annum pro rata) Between £10.21 and £10.83 per hour Plus £2.00 per hour market supplement for NGB level 2 coaches • As and when required • Town Hall, Matlock, Derbyshire

No Guaranteed Hours • Casual

This is for a casual position and therefore has no fixed hours

Derbyshire Dales District Council are recruiting Sports Coaches, there will be a number of different sports activities on offer across our programs and we are looking for an innovative and dedicated individual to lead on delivery and join our excellent Physical Activity & Sports Development Team.

It is important that potential candidates are enthusiastic about developing active children, bringing fun and exciting ideas to the team. We're looking for great communication skills, lots of energy and a proactive leadership style that will positively enhance children's experience of sport and physical activity. Applicants need to be passionate about physical activity and know how to have fun – if the coaches are having fun, so are the children.

We are looking for driven and dedicated individuals, passionate about sport and physical activity and their ability to engage people across all ages. We welcome applications from those who thrive on new challenges and the opportunity to make change, while demonstrating empathy and understanding of challenges and barriers to participation.

The successful candidate will have knowledge and experience of delivering high quality engaging activity sessions and working collaboratively with partners. They will work closely with organisations and communities to improve participation across the district.

This position is based in the Sports Development section of the Community Development department in the District Council Offices, Matlock.

If you are unable to apply online, please contact Corporate Support on 01629 761126 or email corporatesupport@derbyshiredales.gov.uk for an application form.

For an informal discussion about the role, please contact James Cole, Physical Activity and Sports Development Officer on 01629 761389.

Closing Date 13 September 2021

Erewash Borough Council

Technical Officer Contaminated Land**JOB/21/03122**

Grade F £27,741 to £31,346 (pro rata) per annum • 16.5 hours per week • Merlin House

Part Time • Permanent

An opportunity has arisen for a part-time, permanent Contaminated Land Officer in the council's Environmental Health service.

We are looking for an enthusiastic individual with a relevant science degree or equivalent experience. You will need to have experience with geographical information systems and experience of dealing with the investigation and remediation of contaminated land. Due to service demands our preference is to appoint an experienced officer if possible, however inexperienced officers will also be considered.

Some of the key responsibilities of the role include:-

- Reviewing technical reports to support planning applications.
- Undertaking the work-plan in the councils' Contaminated Land Inspections and Assessment Strategy.

- Identify potentially contaminated sites and obtaining all necessary data to allow determination of the risk to the environment or human health.
- Undertaking a tendering process to select contractors for intrusive site investigations.
- Assisting in other work undertaken by the Environmental Protection Team including air quality and statutory nuisance investigation.

You will be an excellent communicator with a strong commitment to excellent customer service and be able to deal effectively with difficult situations achieving positive outcomes. A commitment to team working is paramount to this post as is the requirement and ability to analyse complex information and make informed decisions with often conflicting demands.

To apply online please follow the link on this page.

Alternatively, an application form and job description are available from Personnel, Erewash Borough Council, Town Hall, Wharnccliffe Road, Ilkeston, Derbyshire DE7 5RP, telephone: 0115 931 6049 (24 hr voicemail) or e-mail: jobs@erewash.gov.uk.

The Council is positive about disabled people and those who meet the essential shortlisting requirements will be guaranteed an interview.

The council also supports the Armed Forces Covenant and those who have previously worked in the armed forces and meet the essential shortlisting criteria will be guaranteed an interview. Please ensure that you make it clear on your application form that you wish to be considered under this criteria.

Closing Date 19 September 2021

North East Derbyshire District Council

Technical Support Assistant

JOB/21/03142

£18,932 - £19,698 per annum (pro rata) • 27.55 hours per week Monday to Friday (5.35 per day) • Mill Lane, Wingerworth

Part Time • Permanent

We are looking for a highly motivated individual with excellent customer service skills, to join our busy Technical Support team working within our Joint Environmental Health Service.

To be short-listed for interview you must be able to demonstrate practical working experience of working within a customer focused environment. The role involves providing a wide range of technical and administrative support to the Joint Environmental Health Service. This includes the processing and handling of customer complaints and service requests, requiring accuracy and attention to detail at all times.

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

For an informal discussion about the post prior to applying please contact Sue Simmons, Team Manager (Technical Support) at sue.simmons@ne-derbyshire.gov.uk or by telephoning 01246 217873 or Heather Blackwell, Technical Support Officer/Team Manager (Technical Support) at heather.blackwell@ne-derbyshire.gov.uk or by telephoning 01246 217847

If you are interested in this post, please visit the Jobs pages on the North East Derbyshire 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:

- 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 10 September 2021

Refuse Collector/ Labourer (2 posts)

JOB/21/03110

£20,493 to £22,182 per annum • 37 hours per week • Various Council Establishments

Full Time • Permanent

Two vacancies have arisen in the Council's Streetscene Team for a Refuse Collector/Labourer within the Refuse and Cleansing section, working 37 hours per week.

The role involves working in the Council's Refuse and Cleansing service primarily undertaking the collection of waste from household and commercial properties.

Successful applicants should possess and demonstrate experience in:

- Knowledge and experience of undertaking the collection of waste from household and commercial properties. Experience in the operation of industrial refuse container, lifting equipment.
- Ability to sustain high levels of physical output over prolonged periods.
- Full clean Driving Licence with licence (Category B minimum).
- Knowledge and experience of driving light commercial vehicles.
- Experience of team working.
- Experience of working to pre-targeted work schedules and to tight deadlines.
- The successful applicants will be required to operate primarily for depot facilities

For an informal discussion about the post, please contact Darren Mitchell, Joint Street Scene & Waste Services Manager on (01246) 217285 or darren.mitchell@ne-derbyshire.gov.uk.

Application Pack

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

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

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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 8 September 2021

South Derbyshire District Council

Careline Support Coordinator **JOB/21/03085**
£19,312 to £19,698 per annum • 37 hours Plus Out of hours Standby and Call out Payments • Civic Offices, Civic Way, Swadlincote
Full Time • Permanent

We are currently looking to appoint a Careline Support Co-ordinator to our Supported Housing Team. As a Careline Support Co-ordinator you will provide an effective, efficient and customer focused housing related support service to elderly and vulnerable residents within South Derbyshire.

You will work with often challenging customers to understand their needs through a structured support plan and provide suitable advice and solutions to their housing or support problems, signposting residents to various agencies, groups and sources of help.

You will also be required to attend out of hours calls on a shared on call rota. This may involve helping fallers off the floor using specialist lifting equipment to responding to ill health emergencies.

To be successful in this role you will need to be a self-motivated and flexible individual who has the ability to work to high customer care standards with minimum supervision. You will need excellent communication and organisational skills and the ability to remain calm under pressure, with the ability to work on your own initiative but also as part of a team. Experience in this type of role is preferred, but not essential, as full training will be provided. You will be required to be fully mobile, visiting residents across the district so your own car is essential.

If you require an informal discussion after reading the supporting documentation, please contact Karen McMurrugh Independent Living Supervisor on 01283 228798 or 07976081934.

Provisional Interview Date: Week commencing 13 September 2021.

Closing Date 3 September 2021

Vertas Derbyshire Ltd

Caretaker

JOB/21/03091

£9.72 per hour • 37 hours per week • Ashbourne Hilltop Primary School

Full Time • Permanent

The role will be to maintain high standards of safety, cleanliness and maintenance within the building and grounds. This will include fire safety checks, legionella checks, small repairs and building maintenance both internal and external.

You will be the main key holder responsible for opening and closing the school, you will also be expected to clean your own area of the school. Ideally you will have reasonable levels of fitness as your duties will take you all around the school site. Full training will be given including a handover period.

If you would like any further information or an initial informal chat about the position please call Richard Knight on 07395 831102.

Applications sent to:

Vertas Derbyshire Ltd
Prospect Road
Denby DE5 8RE

Your Package:

- £9.72 per hour.
- Company pension scheme.
- Lifeworks Staff discount scheme.
- Job related training plus personal development opportunities.
- Employee Assistant Programme available 24/7.
- Virtual GP Facility.
- Smart Health Mental Health Support.

Closing Date 30 September 2021

Facilities Management Assistant

JOB/21/03094

£10.31.per hour • 37 hours per week • Ada Belfield Centre, Belper

Full Time • Permanent

The role will be to maintain high standards of safety and maintenance within the building and grounds. This will include fire safety checks, legionella checks, small repairs and building maintenance both internal and external, monitoring heating and other internal systems and generally supporting the staff and clients at this prestigious site.

Ideally you should have an understanding of safe storage and use of cleaning products in line with COSHH regulations, but training will be given. You will be required to manage defects and supervise contractors on site. Ada Belfield centre is one our newest buildings and consequently we are looking for someone who will take pride in maintaining the very high standards this building represents.

Your Package:

- £10.31 per hour.
- Company pension scheme.

- Lifeworks Staff discount scheme.
- Job related training plus personal development opportunities. Employee Assistant Programme available 24/7.
- Virtual GP Facility.
- Smart Health Mental Health Support.

Applications to be obtained and sent to:
Vertas Derbyshire Ltd
Prospect Road
Denby DE5 8RE

Closing Date 30 September 2021