SELF HELP COMMUNITY HOUSING ASSOCIATION

Information sheet

**Who are we?**We are a charitable Housing Association that treats our residents with respect and understanding of their personal situation. We’ve been operating for over 40 years and work with people with a range of support needs which can include substance abuse, mental health, physical health, criminal offending, debt and money management.   
  
We build strong rapport with our residents and our aim is to help them develop the skills needed to move to independent living and avoid the cycle of homelessness again.

**What do we provide?**

We provide over 60 units in the Single Men’s Pathway at Level 4 (low support) and we are the final step before independence**.**

We provide dispersed, fully furnished, accommodation in shared accommodation throughout central parts of the city, including areas of Easton, St Pauls, Bedminster, Windmill Hill and St Werburghs.

**What Support do we offer?**

We offer visiting support and there are no staff based in our housing. Engagement with our support is a crucial element of sustaining accommodation and moving on successfully.

We believe that all our residents have a chance to succeed and with the right support can flourish. We have experience of working with a range of issues and collaborating with various external agencies to support our clients to achieve positive outcomes.

We aim to move residents on within 12 months and work with people to manage their issues and become ready for independent living  
  
**Who works for us?**We employ dynamic, resilient individuals looking to make a difference to vulnerable people’s lives. Our organisation is based within central Bristol at our offices in Stokes Croft with staff based there and working within the community. Staff members take part in regular Reflective Practise as a group and have regular supervision.  
  
We are a small but hugely supportive team who regular make a large impact on the lives of our service users to sustain and move into long term accommodation through commitment, collaboration and perseverance.

Any questions?   
Contact our Support Services Manager: Aaron Minnigin   
Email: [aaron@selfhelpha.co.uk](mailto:aaron@selfhelpha.co.uk) Telephone: 0117 9705400

Terms and Conditions:

Contract type: Permanent

Contracted hours: 35 hours per week within a flexible working pattern (Monday to Friday)  
Starting salary; 19,100   
Location: Office & Community based   
Probationary period: Six months   
  
**Responsible To:** Support Services Manager  
  
Important Information

**Disclosure Barring Service (DBS) Check:** Please note that appointment will be subject to satisfactory checks through the DBS. Due to the type of position this will be an enhanced check.

**Annual leave:** 21 days in a complete holiday year (April 1st – March 31st) separate to bank holidays. 21 days will be increased to 25 days per annum from the holiday year following 2 years continuous service and to 30 days per annum following 3 years continuous service.

**Company sick pay**:

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| **Qualifying period** | **Entitlement** |
| During the Probationary period. | Statutory sick pay only (after 4 days continual sickness) and only on receipt of self certification/ doctor’s notes. |
| For the first year of service following the probationary period. | 4 weeks full pay and 6 weeks at half pay. |
| During the second year of service. | 8 weeks full pay and 6 weeks at half pay. |
| During and after the third year of service. | 12 weeks full pay and six weeks at half pay. |

**Notice period:** During probationary period: One week. After confirmation of appointment: Four weeks.

**Pension Scheme:** We operate a pension scheme with 4% employee contribution and 2.5% employer contribution