

Position: Team Leader

Service: Listening Lounge Community Based Adult Mental Health Service

Location: Bolton

Hours:

- **Vacancy 1:** 37 hours per week (full-time)
- **Vacancy 2:** 30 hours per week (part-time)

Salary:

- **Vacancy 1:** £27,490 FTE per annum, raising to £30,168 FTE per annum
- **Vacancy 2:** £27,490 pro per annum, raising to £30,168 pro rata per annum (actual salary for part-time, 30 hours per week £22,289 per annum, raising to £24,460 per annum)

Contract type: Permanent

About the service:

Working in partnership with Greater Manchester Mental Health Foundation Trust and MhIST (Mental Health Support Team), the Bolton Listening Lounge is a collaborative approach to providing mental health and wellbeing support from late afternoon into the evening. It provides a safe space for people who are experiencing mental distress or who feel that they are going through a personal crisis. Our service staff will offer low level calming interventions and one to one support to identify the cause of the emotional distress and to put in place a plan including signposting and referring on to other organisations and services.

About the role (for details check the Job Description & Person Specification):

We are looking for someone with knowledge and understanding of Mental Health conditions and their impact on daily living and a strong track-record of working with individuals and their families to deliver positive outcomes. You will provide leadership to a small team of Support, Time and Recovery workers and demonstrate a commitment to a one team approach. You will have demonstrable experience of supporting staff or volunteers in their role and an aptitude for managing professional relationships.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.

What will we offer you?

- Annual paid leave entitlement that commences at 25 working days, rising each April by one day, subject to a maximum of 30 working days FTE plus bank holidays
- Up to 6% matched-pension contributions
- Enhanced paid sick leave
- Enhanced paid family leave provisions
- Flexible working arrangements. All new starters have the right to make flexible working requests from day one of employment. Contact details are below if you wish to discuss this prior to application.

- Eye care and winter flu jabs vouchers
- Cycle to work scheme
- Investing in your professional development with ongoing quality training and career development opportunities.

Our commitment to Equality, Diversity and Inclusion:

We are happy to consider any reasonable adjustments that candidates may need during the recruitment process and you will be asked whether you require any adjustments if shortlisted for interview. We also make reasonable adjustments on the job, where required.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.

Who we are

Family Action is a registered charity, building stronger families since 1869. Today we work with more than 60,000 families in over 200 community based services, as well as supporting thousands more through national programmes and grants. We transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation.

We are forward looking, ambitious and committed to continuous improvement. We are a **people focused, can-do** organisation, which strives for **excellence** in all we do and operates with **mutual respect**.

Next steps:

- **To apply:** fill out our [Digital Application Form](#)
- **To learn more about Family Action:** check out our [Recruitment Pack](#)
- **To learn more about Family Action's terms & conditions:** check out the [Summary Terms & Conditions of Employment](#)
- **To help us fulfill our commitment to encouraging diversity and promoting equal opportunities:** fill out our anonymous [Equality & Diversity Monitoring Information survey](#)

Closing date: 19th of July 2023, 11.00 am

Interview date: 27th and 28th of July 2023 (may be subject to change)

For direct queries with the hiring manager or you would like to discuss any aspect of the selection process, please email: allison.hicks@family-action.org.uk

Appointments are subject to Family Action receiving a satisfactory disclosure from the Disclosure and Barring Service.

ID: 860