



**Could you be our
Team Leader / Care
Manager ?**



Who We Are

Do you believe in a world where we all belong?

OUR COMMUNITY

L'Arche Ipswich is an Excellent CQC rated supported living service that provides individualised and proactive support to enable individuals to become as independent as possible within the community. The service comprises of two beautiful houses set in spacious grounds designed to meet a variety of individual needs and preferences.

L'Arche Ipswich is more than just a service provider; we are a diverse, inclusive community of 30+ people with and without learning disabilities who live, work and celebrate together. Our aim is to provide a place of belonging to help people with learning disabilities live independent yet connected lives. We pride ourselves on being diverse and inclusive, with our service users being at the heart of all that we do in a safe, caring, dynamic and fun way.

Alongside our regulated person-centred support, we also have a strong spiritual ethos within the organisation, maintaining close meaningful working relationships with our service users, their families, and those living outside of the immediate community L'Arche Ipswich community. Attendance to festivals, weekend breaks, community gatherings and birthday celebrations are a consistent tradition for all of us that brings everyone together on a regular basis.

DIVERSITY PLEDGE

We actively encourage people with a wide diversity of backgrounds and personal stories to join us. If there are areas in the job description where you feel less experienced, don't let that put you off. We are happy to support people to learn new skills, to provide training and to make adjustments to make this job the right fit for the right person.

We welcome and encourage applications from people of all backgrounds protected by the Equality Act. We encourage candidates who are disabled or from a minority ethnic background.

If you would like to talk anything through before applying, please contact:

Sarah Bugg
ipswichrecruitment@larche.org.uk

WANT TO GET TO KNOW US BETTER?

[Our unique approach](http://www.larche.org.uk/Listing/Category/our-unique-approach)

www.larche.org.uk/Listing/Category/our-unique-approach



[Why work for L'Arche?](http://www.larche.org.uk/why-work-for-larche)

www.larche.org.uk/why-work-for-larche



Role Description

Job title:	Team Leader / Care Manager
Hours:	40 hours per week (Monday to Friday)
Salary:	£28,429.44 rising to £29,568.24 in year two
Location:	L'Arche Ipswich community houses, Ipswich IP1 3QU
Contract type:	Permanent

ABOUT THIS ROLE

We are looking for an experienced and enthusiastic Team Leader for our supported living service in Ipswich, Suffolk. Someone who will go above and beyond to make life amazing for our service users and our enthusiastic and professional support workers. Our Charity supports 13 adults with learning disabilities/autism to lead fulfilling and independent lives whilst being active members of the community.



About the role

ABOUT THE ROLE

As our Team Leader, you will be responsible for:

- Creating and managing monthly rotas
- Supporting and supervising assistants
- Organising and leading weekly team meetings
- Inducting new starters into their role and completing competency observations
- Overseeing reporting such as medication records, health and safety, and quality assurance
- Leading on the planning and facilitating community events
- Working as part of the senior leadership team to maintain a high quality of care

The Team Leader supports the Registered Care Manager in creating and promoting community and a sense of home, leading the service delivery in line with L'Arche values, traditions and standards, and the requirements of the Care Quality Commission [CQC].

ABOUT YOU

- Well-organised, IT literate and adept at allocating and delegating work appropriately.
- Accomplished in effectively leading and managing team performance, such as providing clear objectives, reviewing outcomes, putting in place development plans, and taking appropriate action to deal with poor performance.
- Proven ability to guide, support and teach the essential skills of supporting people with learning disabilities/autism.
- A clear understanding of care planning processes.
- 1 or more years' experience as a Team Leader working with adults with learning disabilities
- NVQ Level 3 in health and social care
- Experience in, or be willing to learn, digital care planning programmes
- Up to date knowledge of CQC regulations with the ability to apply them in a care setting
- Natural ability to help make the lives of others more fulfilling
- Supportive of the identity, mission and values of L'Arche and enthusiastic about working within a community organisation rated Outstanding by the CQC



Our Vision and Values

L'Arche has a **Charter** and an **Identity and Mission Statement**, saying what we are across 37 countries worldwide. In the UK, we wanted to say something more specific too about what we want for L'Arche here and now .

The final wording below was co-produced by a group of L'Arche leaders based on listening to feedback and suggestions they received from people with and without disabilities across L'Arche.

OUR VISION

- L'Arche is here to show that everyone belongs.
- We create Communities where people with and without learning disabilities live, share and grow together.
- We build relationships with people in our neighbourhoods.
- We work towards a world where people with learning disabilities are included and valued.

OUR VALUES

With and without learning disabilities, we try to:

- be welcoming and kind
- be committed to each other
- bring out the best in each other
- celebrate being different and diverse
- encourage one another's spirituality.

To find out more about the co-production process, view our **"Easy Watch"** version, and read our **Charter and Identity and Mission statements**, use the links below.

Charter

bit.ly/larche_charter_EN



Mission and Identity

bit.ly/mission_and_identity



Easy Watch

bit.ly/vision_and_values



Our Benefits

As well as joining a friendly Community, where you will be well supervised and supported, and benefit from L'Arche's mentorship programme, these are some other benefits you get by working for us:

- Joining shared meals since cooking and having a meal together is what we are all about
- Paid sick pay, up to a maximum of 7wks (depending on length of service)
- Enhanced Maternity, Adoption/Surrogacy, and Paternity Pay (depending on length of service, details available on request)
- Interest free loans and salary advances available
- Free eye tests and a contribution towards the cost of glasses if you need them for work
- Free DBS / PVG checks
- Free SSSC registration
- Free Blue Light Card
- Professional membership fees paid if they are directly relevant to your role
- Free Employee Assistance Programme available to everyone
- Up to 5 days paid compassionate leave
- Up to 6 days paid (pro rata) for time off for emergency dependents leave
- Carer and Childminder costs available in some circumstances to facilitate attendance at residential meetings
- Paid mileage costs at HMRC rate
- Working from Home Allowance for those in office-based roles but for whom no office is provided
- Specialist bereavement counselling for employees and their family members
- Free Life Assurance up to 4 times gross annual salary
- Access to the Bike to Work scheme

