**Home Manager**

**GIB-1-17**

**37hrs per week**

*(Please note – these sheets need to be completed and returned with your application form – failure to return these forms will result in your application not being put through to the next part of the recruitment process)*

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| **Essential Criteria: 1** |
| One of the professional qualifications below:   * A Professional Social Work qualification & registered on the appropriate part of NI Social Care Council (NISCC) register, without condition * A first level registered nurse on the appropriate part of the Nursing & Midwifery Council register * Allied Health professions registered with the Health Professions Council   **AND**  A minimum of 4 years work experience in health and social care setting (At least two years of this experience must be in a relevant operational management capacity in a health and social care setting)  **OR**  A Level 5 Diploma in Leadership for Health & Social Care Services (Adults’ Residential Management) for Wales and NI and registered or be eligible for registration on the appropriate part of the NISCC register, without condition  **AND** have a minimum of 5 years practice experience in any health and social care setting (At least two years of this experience must be in a relevant operational management capacity in a health and social care setting) should also apply.  *Please provide specific details of how you meet this criteria in no more than 200 words.* |
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| **Essential Criteria: 2** |
| 2 years experience in leading a team of staff through periods of change in a positive and encouraging way.  *Please provide specific details of how you meet this criteria in no more than 200 words*. |
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| **Essential Criteria: 3** |
| Experience in the control and management of budgets and accounts  *Please provide specific details of how you meet this criteria in no more than 200 words*. |
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| **Essential Criteria: 4** |
| A working knowledge of Microsoft Office packages to include Word, Excel and Outlook |
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| **Essential Criteria: 5** |
| Have a flexible attitude to work, and be able to provide out of hours ‘on call’/’sleep in’ service as required.  *Please provide specific details of how you meet this criteria in no more than 200 words*. |
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| **Essential Criteria: 6** |
| Able to travel to meet the requirements of the post without reliance on public transport.  *Please provide specific details of how you meet this criteria in no more than 200 words*. |
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| **Desirable Criteria: 1** |
| Skilled in developing partnerships with other agencies to optimise services for residents.  *Please provide specific details of how you meet this criteria in no more than 200 words*. |
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