

**TIPHERETH CAMPHILL IN EDINBURGH**

**Supported Living Manager**

PERSONAL QUALITIES

**Knowledge**

*Essential:*

* Experience of managing a Supported Living service for adults
* A willingness to support the ethos of Camphill
* An understanding of the National Care Standards and the Scottish Social Services Council Codes of Practice

*Desirable:*

* Experience of living or working in a Camphill community
* A working knowledge of Health & Safety
* A working knowledge of managing budgets and financial reporting
* A working knowledge of Social Therapy or Social Pedagogy

**Qualifications**

*Essential:*

* SVQ Care Services Leadership and Management at SCQF level 10 or
* SVQ Social Services and Healthcare at SCQF level 9 – and a management qualification or
* Equivalent qualification recognised by the SSSC to manage the Tiphereth Care at Home and Housing Support Services
* Scottish Social Services Council registration

*Desirable:*

* Related Professional Qualification
* BA in Curative Education
* Relevant Camphill and/or Anthroposophical training
* Clean driving license

**Experience**

*Essential:*

* Three years in a managerial position within the Health and Social Care sector
* Three years’ experience of staff development management
* Previous experience of appraisal, supervision, and quality assurance
* Experience of working with adults with learning disabilities, autism, or challenging behaviour
* Experience of staff recruitment

*Desirable:*

* Previous experience of preparing and working to budget and annual targets
* Previous experience of supporting human resource issues
* Previous experience of training and development

**Aptitudes**

*Essential:*

* Ability to be flexible with working hours as the role demands
* Strong communicator able to liaise effectively with stakeholders
* A forward-looking leadership style, with an ability to motivate, inspire and engage staff
* Ability to write concisely and clearly in words and figures
* Ability to use information technology and associated software
* Good time management skills and ability to achieve deadlines

*Desirable:*

* Previous experience of quality assurance
* Previous experience of writing management and general reports
* Previous experience of giving verbal reports and speaking to large groups

**Personal Qualities**

*Essential:*

* Able to uphold the Tiphereth Mission Statement
* Able to support and develop the values, aims and objectives that are the core of Camphill and Tiphereth
* A willingness to work collaboratively within the wider organisation to meet the needs of the community
* An openness to community and co-production
* Ability to work as part of a senior team and yet independently manage the Supported Living services
* An understanding and appreciation of the notion of community
* A person centred approach, an ability and willingness to work with people at all levels, focussing on equality and empowerment

*Desirable:*

* Able to absorb new concepts quickly and adapt to changing circumstances
* Able to cope with the rigors of management in a community setting