

Job Description – Introduction

Westbridge is a partnership between Tyne Housing Association and CNTW Trust which exists to help people who have experienced mental health issues and complex needs. Our aims are to support residents to live more independent lives. We believe that everyone should be treated with respect and dignity and be offered a high quality service based on their individual needs.

Westbridge itself is a large detached house close to all amenities within North Shields Town Centre and the coastal areas of North Tyneside. Westbridge has communal facilities for fourteen residents including two large lounge areas, a training kitchen, laundry room, main kitchen and shower/bathrooms. All residents have their own bedrooms with washing facilities and six of the bedrooms have ensuite facilities with one being suitable for a person with physical disabilities. Westbridge is an alcohol and drug free house, there is a designated smoking area outdoors.

As a Sessional Worker you'll play a really important role by helping the residents to keep the building and their rooms clean, working with them to develop simple life skills to help them live independently, ensuring they pay their service charges and abide by the house rules, and keep them and Westbridge safe and secure.

Some experience of working with vulnerable people may be useful but what's really important is having empathy, communicating well, and having listening skills. It can be a challenging job but an incredibly rewarding one.

Job Description

Job Title:	Sessional Westbridge Worker
Responsible to:	Westbridge Manager
Location:	Westbridge, North Shields
Job Purpose:	With the support and guidance of the Manager, help to provide accommodation, rehabilitation and social care to clients who are wishing to move on to live independently as possible in the community.

Main Duties:

To provide domestic services, basic housing management and security services at the appointed hostel.

1. Basic housing management:

- To be responsible for the collection and recording of weekly charge payments from residents.
- To keep records of daily events of the hostel in the hostel log. To ensure that the hostel is maintained and kept in a good state of repair.

2. Domestic services:

- To ensure that the hostel is kept clean and tidy at all times. To encourage residents to take an active part in cleaning their rooms and the communal parts of the hostel.
- Assist residents in developing essential life skills by helping them with daily tasks such as cooking, laundry etc.

3. Security services:

- Ensure the safety of residents and staff by controlling access to the hostel.
- Ensure that residents behave in an acceptable manner, and adhere to the requirements of their license agreements and the house rules.

4. Other Duties:

- Attend any training that may be required.
- Any other appropriate duties decided upon by the Manager

Terms and Conditions

Pay per shift: £124

Hours of work:

The post is offered on a sessional basis with 12.5 hour day and night shifts Monday – Sunday.

- Day shifts are from 7.45 am to 8.15pm
- Night shifts are from 7.45 pm to 8.15 am

Specific terms and conditions will be as stated in the Terms and Conditions of Employment document

Support and supervision will be provided by the Housing Manager

Tyne is an accredited Investor In People and Equal Opportunities employer as well as holding a silver Better Health At Work Award.

This post is subject to an enhanced Disclosure and Barring Check.

How to apply

To apply for this role please ensure you have taken the time to read through the job description before completing your application.

Applications must be filled out online using our google form. You can find this [via this link](#). You can request a copy of this by emailing info@tynehousing.org.uk or calling reception on 0191 265 8621..

Tyne HA is a registered society under the Co-operative and Community Benefits Societies Act 2014 number 21011R and is a charitable housing association