

RELIEF STAFF - JOB DESCRIPTION

ECHO is a charity working with people with learning and physical disabilities and people with mental health problems in Herefordshire. ECHO runs 25 different activities each week in community settings across Herefordshire. We are based at 40 West Street, Leominster where we have a shop with offices above.

ECHO is committed to providing a service that promotes choice, rights and independence for people with learning disabilities in Herefordshire.

We need a pool of relief staff to cover for holidays and sickness mainly within our various day opportunities. We are looking for people who are flexible and adaptable. Ideally you should have previous experience of working with people with learning disabilities, but full induction and training will be given.

In all these posts the main tasks will include:

1. Working as part of the team carrying out tasks appropriate to that activity.
2. Enabling and supporting the project participants in whatever ways are appropriate.
3. Ensuring the health and safety of the project participants at all times.
4. Where necessary, providing transport to enable participants to access the project and take part in the planned activities.

In addition, relief staff will be required to:

1. Attend relevant training events/activities.
2. Work within ECHO's Health & Safety guidelines.
3. Work within the Equality & Diversity statement of ECHO.
4. Undertake any other duties commensurate with the post, as requested by the ECHO management.

How to apply

The rate of pay for ECHO relief staff is currently £10.42 for each hour worked, plus an additional £1.26/hour in lieu of holiday, thus increases the hourly rate paid to £11.68. If you are interested in joining our team, please complete the application form. Please give as much information about your previous experience as possible. Once we have received your form, if you meet our criteria, you will be invited for interview. If successful, you will then undergo a DBS police check and initial induction and training.