

Housekeeping

Camphill Blair Drummond is a vibrant and forward-looking organisation, with a clear vision for the future. We are a home-from-home environment giving people with learning disabilities residential and day care, meaningful activities and lasting friendships. Our community offers one of the most distinctive work environments in the Central Belt. It is an attractive place to work offering a diversity of people, activities and opportunities for everyone in a rich culture with a guaranteed friendly welcome.

We are looking to recruit a Housekeeping Co-Ordinator to organise, plan the housekeeping duties for the team and be responsible for stock control of the cleaning supplies within our community. As part of a team, undertake the regular housekeeping duties. In addition, you will be providing welfare and support to our team of 35 young International Volunteers who have come from all around the world to be part of our Community and for whom this is their home for a year. An important part of this role is to help make their experience as enjoyable and memorable as possible. You will also be asked to help host and represent Camphill Blair Drummond at our Corporate Volunteering days. This will involve setting up the room for refreshments and lunch and engage with the volunteers when the opportunities arise.

You will be enthusiastic, self-motivated and will be able to work on your own initiative and as part of a team.

Hours: 25 hours per week over 5 days, Monday – Friday with flexible working hours considered

Salary: £10.00 per hour

Additional Benefits:

- Pension scheme with 10% employer contribution
- 31 days paid annual leave rising to 36 after a qualifying period
- Enhanced Sick Pay Scheme
- Access to a number of different learning & development opportunities
- Non Contributory Employee Assistance Programme

Working at Camphill Blair Drummond is deeply rewarding and satisfying. If you are enthusiastic, motivated and flexible then we want to hear from you.

All applicants **must complete an Application Form**, which can be found on our web site www.camphillblairdrummond.org.uk/contact-us/work-with-us along with the Job Description for the post.

The closing date for applications is Wednesday 15th September 2021 with interviews being held on Friday 24 September 2021.

Applicants should note that this post requires PVG membership in relation to working with vulnerable adults.

The Management of Offenders Act (Scotland) 2019 (Exclusions and Exceptions) applies to this post.

This role is not eligible for Sponsorship. Applicants require to have existing Right to Work in UK.

Camphill Blair Drummond expects all candidates to have had the Covid-19 vaccine or be prepared to be vaccinated on commencement of employment.