

## **BHT Sussex**

BHT Sussex is a charity and a registered housing association working in Brighton and Hove, East Sussex, and West Sussex.

Our Mission is to combat homelessness, create opportunities, and promote change and we aim to achieve this Mission through a network of interlinked projects. We provide direct, practical services combined with a commitment to challenge the causes of poverty and inequality.

For more information, please see our website [www.bht.org.uk](http://www.bht.org.uk)

## **Project/Department Summary**

### **Support Services**

As part of the Senior Management Team, the postholder will initially be responsible for 3 services, with approximately 75 members of staff. These services are a medium support temporary accommodation provision across three sites, a CQC registered residential project for adults and Pathfinder, a primary care mental health service delivered with other VSCE organisations in West Sussex and colleagues from SPFT. We have recently secured additional resources to expand both our Pathfinder and temporary accommodation services. The portfolios of Senior Managers are reviewed periodically to balance the need for consistency and skills matching with the needs of the organisation.

### **Job Summary**

As a member of the Senior Management Team, the Senior Manager will be operationally responsible for their areas of service delivery and will support the Director of Mental health and Support Services in the strategic planning and further development of those areas.

Senior Manager responsibilities include the management, quality, delivery, strategic relevance, development, financial planning and control, compliance (including CQC registration), profile, and reputation of the services in their area. They also play an important role in the development of BHT Sussex's broader strategic and corporate objectives and are responsible for the delivery of associated service level objectives and plans.

The post holder will be able to successfully lead, motivate and support teams and individuals and bring extensive experience of working effectively in partnership with internal and external stakeholders including clients and service users. A proven track record of strategic and operational planning and delivery and policy implementation is required along with the ability to network and negotiate with sensitivity. A commitment to trauma informed and recovery orientated practice is also essential alongside a well-developed sense of self awareness and a desire to develop their own practice.

BHT Sussex is committed to investing in and developing our staff - we offer regular support, reflective practice, clinical supervision and access to a wide range of training as well as a commitment to work life balance.

## Salary

The salary is paid monthly in arrears and will be £39,049 per annum. An employer's pension contribution of 5.5% is also paid. The level of this contribution is reviewed annually.

## Hours of Work

The hours of work will be 37 hours per week, working Monday to Friday. BHT Sussex does not pay overtime but will grant "time off in lieu" if agreed by the Director. The post will require some weekend and evening work. All Senior Managers participate in the management on call rota.

## Annual Holidays

The annual leave entitlement will be 185 hours (25 working days) pro rata, rising 1 day for each year of service to a maximum of 222 hours (30 days) pro rata. All public bank holidays are granted with two extra days to be taken over the Christmas period.

**Closing Date:** 12 noon, Monday 17<sup>th</sup> January 2022

**Interview Date:** Tuesday 25<sup>th</sup> January 2022

**For an informal discussion about the role and the opportunity to work with BHT Sussex please contact Rachael Kenny, Director of Mental health and Support Services on 07467 000369**