

Dear applicant

t: 01483 776 868
admin@yoursanctuary.org.uk
www.yoursanctuary.org.uk
15a Monument Way East
Woking, Surrey GU21 5LY

Re: Application for the post of Children's Support Worker*
36 hours per week (Monday to Friday) with possibility of job share
to include one term-time only post

Thank you very much for your interest in the above post. The starting salary will be circa £25,000 per annum. There is flexibility on whether this post is full time or two part-time roles where one can include term-time only working. A full job description and person specification for the role can be downloaded from our website: www.yoursanctuary.org.uk

If you would like to apply, please send your CV and a covering letter to admin@yoursanctuary.org.uk by 9am Monday 25th November 2019, although applications will be considered upon receipt so please note that the post may be offered at an earlier date. In your covering letter please state clearly on which basis you would like to be considered (full time or job share with or without term time working) and include a supporting statement on how your skills, experience and/or knowledge enable you to meet the requirements set out in the person specification/job description for this post. We would also appreciate you completing and returning our Equality and Diversity Monitoring form which will be kept separate from your application and is for monitoring purposes only.

Successful applicants will need to have a full driving licence and access to a reliable car for work purposes. Any offer will be subject to acceptable references. At Your Sanctuary, we welcome applications from all diverse communities and all backgrounds, including those with a criminal record, subject to a risk assessment. Due to the nature of the work involved in this post, this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and it is therefore a condition of employment that all convictions are disclosed in advance and a Disclosure and Barring Service check will be required. Your Sanctuary has an Employment of Ex-offenders policy of which a full copy can be requested at any time.

Please note that we are required by law to ensure that all employees have the right to work in the UK. If offered the position you will be required to prove your right to work by providing one of the following: National Insurance Number Card; P45/P60; Work Permit.

We look forward to receiving your application.

Yours faithfully

Denyse Gylsson
Therapeutic Services Lead – Children & Families

* This post is based in a women's refuge and is therefore open to female applicants only and is exempt under the Equality Act 2010 pursuant to Schedule 9, Part 1.