



## Exciting new opportunity for a Housekeeping Assistant

### Introduction

The Lake District Calvert Trust (LDCT) specialises in providing challenging outdoor activities for people with a wide range of disabilities. We have over 40 years' experience as a specialist Centre, enabling children and adults with disabilities to take part in adventurous activities – which can often have life-changing outcomes. The current Centre receives around 4,000 visitors each year staying at our 60 bed residential centre near Bassenthwaite in the Lake District.

### Our Mission

Our mission is to enable people with disabilities to achieve their potential through the challenge of adventurous activities in the countryside in order for them to develop, change perceptions and make positive and lasting changes to their lives.

### A new challenge for LDCT

In recent years, LDCT has seen a growing demand for support and rehabilitation following an acquired brain injury (ABI). Longstanding views held that improvements were unlikely after 6 months, however recent research suggests that the brain is capable of far more improvement than previously understood. The research highlights the opportunity for a new holistic approach to rehabilitation, encompassing physical exercise, experiential learning, and support in developing a new self-concept after a life-changing injury.

Working with leading clinicians and academics, LDCT is developing a new approach to brain injury rehabilitation. This focuses on 'learning through doing' in the outdoors, supported by an interdisciplinary team in a purpose-built residential centre. It marries the latest thinking in neurology with LDCT's expertise in accessible, life-changing outdoor challenges. This innovative Rehabilitation Centre will help people with ABI reach their full potential for recovery, not only improving their physical and psychological wellbeing, but also increasing their self-confidence and independence.

### The Calvert Trust Neuro-Rehabilitation Centre - Calvert Reconnections

We will provide a residential centre for people in the post-acute phase following an ABI, tailoring a programme to meet each individual's needs and goals along with our expert advisors, we have identified factors which are likely to lead to significantly improved outcomes:

- **Physical exercise** reinforces the adaptive processes of the brain post injury: helping the brain 'scaffold' to compensate for damage. It also improves people's mental health, outlook and wellbeing

- **Outdoor Activities** have been demonstrated to improve people's understanding of themselves and their abilities, post brain injury, with long-lasting benefits
- **Group work and a social environment** have also been identified as key factors in recovery after an ABI.

Currently there are no facilities available in the UK to comprehensively address this critical formula following the initial, post injury rehabilitation.

LDCT is committed to providing person centred rehabilitation to each participant through delivering programmes of support designed to meet participants specific needs.

### The Role: Housekeeping Assistant

The Housekeeping Assistant we are hoping to recruit will have a range of skills in order to meet the ever changing needs of our developing service. The post holder will assist with the day-to-day housekeeping duties and changeover tasks at Calvert Reconnections. We are looking for an individual who can:

- Work flexibly, displaying an ability to work autonomously as a key member of the wider rehab team.
- Work under the direction of the Service Manager to ensure the provision of high-quality service for our participants.

### Key Responsibilities

- To clean and prepare bedrooms for participants and visitors at Calvert Reconnections and to undertake in-house laundry.
- To undertake cleaning duties throughout the Centre which includes:  
The Centre bedrooms  
Bath/Shower rooms  
Visitor Foyer and corridors  
Office and therapy areas  
Dining Area  
Living Area  
Laundry/Drying Room  
Visiting relative accommodation
- Safe and appropriate disposal of domestic (including clinical) waste.
- Report faults and defects to Service Manager as necessary.
- To liaise with the Service Manager and other members of staff concerning rooms allocated and help to meet any special requirements of visitors i.e. extra linen, supplies or care equipment such as shower chairs, hoists etc.
- To monitor stocks of cleaning chemicals and domestic items i.e. bin bags, cleaning chemicals, cloths and indicate to the Service Manager when new stocks are needed.
- Comply with the Trust's health and safety policies as well as relevant legislation and regulations.

- Complete relevant qualifications or training required to comply with health and safety legislation or best practice.

### Other Responsibilities & Duties

- To represent the Calvert Reconnections in a professional and supportive manner at all times.
- Assist other departments as required in order to ensure the effective operation of Calvert Reconnections.
- Supporting residents to develop domestic skills such as cleaning their room and doing their own laundry
- Undertake any other reasonable duties as requested by the Service Manager.

### Person Specification

Requirements	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> <li>• Experience in a range of cleaning techniques.</li> <li>• Experience of working in a customer service role.</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant Health &amp; Safety training and qualifications.</li> <li>• Driving licence.</li> </ul>
Key Skills and Competencies	<ul style="list-style-type: none"> <li>• Commitment to accuracy and attention to detail</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of the domestic needs of people with complex needs/acquired brain injury</li> </ul>
Personal Attributes	<ul style="list-style-type: none"> <li>• Self-motivated, reliable, efficient, organised and able to work well unsupervised.</li> <li>• Strong team working focus with a flexible and adaptable approach.</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Ability to work irregular hours if required</li> </ul>	

### Conditions of Service

This role requires considerable flexibility, enthusiasm and dedication. Calvert Reconnections is a 24/7 residential centre. This role may involve irregular hours as well as weekend and evening shift work in order to effectively support the people staying at our service.

Commitment and an appropriate work ethos are essential to ensure service delivery is achieved to the highest quality in order to facilitate the best possible neuro-rehabilitation.

**Salary:** £15,000-£18,500 per annum subject to qualifications and experience.

**Contract:** This position is permanent following a probationary period of 6 months.

**Hours:** 1 Full Time Position or 2 x Part-Time/job share

**Pension:** The Trust operates an occupational pension scheme with defined contributions, the National Employment Savings Trust (NEST) and for eligible and non-eligible jobholders enrolled in the scheme both the employer and the employee will make a contribution. Eligible jobholders, as defined by the legislation, will be automatically enrolled into NEST, unless you decide to opt-out.

**Holidays:** 28 days per annum, including Bank Holidays. **An additional day's annual leave is accrued for each year's service up to a maximum of five additional days.**

**Other:** The post will be subject to checks with the Disclosure & Barring Service (DBS)

### How to apply

- Please go to the website <https://www.calvertreconnections.org.uk/work-with-us/> and download the application pack and forward your completed application to [info@calvertreconnections.org.uk](mailto:info@calvertreconnections.org.uk)