

BHT Sussex

BHT Sussex is a charity and a registered housing association working in Brighton and Hove, Eastbourne, Hastings, and other parts of Sussex.

Our mission is to combat homelessness, create opportunities, and promote change and our aim is to achieve this mission through a network of interlinked projects. By providing direct, practical services combined with a commitment to challenge the causes of poverty and inequality, we provide a supportive structure which people can use in a variety of ways to improve the quality of their lives.

For more information, please see the BHT Sussex website www.bht.org.uk.

Project Summary

First Base Day Centre operates in the centre of Brighton providing support to assist people who are homeless or vulnerably housed to move on from the streets or insecure accommodation. First Base operates client-centred specialist services to support people who are sleeping rough in the city to get off the streets, address their healthcare needs, start realising their aspirations through work, learning and leisure and find a place they can call home.

From time to time First Base works with other partners to provide emergency shelter overnight for people who are sleeping rough during severe weather in line with the city's severe weather emergency protocols (SWEP).

We operate with effective infection control procedures in place.

First Base usually operates between the following times:

- Monday to Friday, 8am – 4.30 pm
- The service operates on bank holidays and Christmas Day

The service may operate at additional times outside of these hours during times of severe weather.

Job Summary

The post holder will be responsible for service delivery, development, and all day-to-day issues of management. They will be expected to take the lead in liaison with external agencies and promotion of the work of the service and will ensure that the project meets the local community and funders' requirements, whilst directing, supporting, and working with the operational team of paid and voluntary staff and people on work placement.

Salary

Salary is paid monthly in arrears and will be £32,152 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 on a rota system that operates between 7.30 am and 4.30 pm. Some evening and weekend work will be necessary from time-to-time. BHT does not pay overtime but will grant "time off in lieu" if agreed by the Senior Manager.

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. The role will include working on some bank holidays as part of the team rota for which "time off in lieu" will be granted.

Closing Date

12 noon, Monday 31 January 2022

Interview Date

Monday 7 February 2022

We regret that we are unable to reply to every job applicant. However, if you are called for interview, you will be notified within seven days of the closing date.

An Enhanced DBS Check (Disclosure and Barring Service) is required on all successful applicants as a condition of employment for this post.

BHT operates an Equal Opportunities Policy