



Homes that change  
people's lives

## Job Advert: Supported Housing Officer

### Details

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**Reference**

001162

**Salary**

£21,668 - £22,168 dependent on experience

**Department**

Supported Housing

**Hours**

37 hours per week

**Job Type**

Permanent

**Location**

Wells Road, Bristol

**Closing Date**

Tuesday, 28 February 2023

### Job Description

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Elim Housing Association is a provider of housing and support services in the West of England and Gloucestershire. We are looking for a Supported Housing Officer to join our team.

*'Although it might be a challenging role at times, it is so rewarding and a privilege to be part of people's life's journey. If you'd like to make a difference in your career and other's people lives, this role is for you. Elim is a supportive organisation with a great sense of community and fairness. I have felt so encouraged and supported since the minute I started.'*

#### *Elim Colleague*

The Bristol Parents Alliance is a service delivered in partnership with Places for People, delivering housing and support services to vulnerable parents across Bristol. You will be responsible for working closely with vulnerable parents, co-producing and facilitating a tailored programme of support, giving them every opportunity to develop the skills to move on positively with their children, maintain their accommodation & contribute positively to the communities in which they live.

This is a high support service that delivers support to some of the city's most vulnerable parents 7 days per week, 8am to 8pm. You will work to a shift pattern that includes weekends and bank holidays, and at times may be lone working following a full induction and training.

What you will be doing:

- You will establish and maintain trusting relationships with parents, maintaining regular contact and facilitating a co-produced planned programme of support.
- Assess and identify the strengths, support needs and risks of parents in line with organisational Support Delivery and Risk Management procedures
- Assist parents to identify and access appropriate move on accommodation
- Promote opportunities and encourage the raising of aspirations of the parents you support in education, training and employment
- Work in partnership with external agencies to safeguard and facilitate the effective delivery of support and improve outcomes for those receiving our services

For more details on the role and to apply please visit our website. We want to ensure we are accessible for all applicants interested in a career at Elim. If you need any assistance with your application or are unable to access our website, please contact HR on 01454 411172 option 6.

We will be reviewing applications as they are received and interviewing those who meet the role requirements. The advert will close as soon as a successful candidate is appointed.

We are proud to be an inclusive and values driven organisation that celebrates the diversity of our colleagues. We see the importance of creating an inclusive workforce that reflects our diverse customer base and so welcome applications from underrepresented groups.

## Person Specification

What you will need to be successful:

- Excellent communication skills, with the ability to communicate at all levels both orally and in writing, tailoring to individual need when required
- Ability to work in partnership with multiple agencies, including statutory agencies to improve outcomes for those receiving our services
- Empathy with the causes of homelessness for vulnerable parents and the barriers they face.
- Ability to identify and raise the aspirations of those receiving our services, encouraging education, training and employment
- Ability to maintain accurate and up to date records by using common Microsoft Office packages, Excel, Word, Outlook and other systems and software

Full details of the role requirements are detailed in the Job Profile.

## Benefits

Elim recognises our highly-skilled and dedicated colleagues are our greatest asset in achieving our vision. Elim colleagues benefit from:

- 25 days annual holiday rising to 30 days.
- Paid day off for your birthday.
- Access to training and career development through Elim Skills Academy
- Company pension.
- Life Assurance.
- Annual bonus.
- Health cash plan, which includes discounts to a wide range of shops and services.
- Free onsite car parking
- Bank holidays paid at time and a half.

Elim's full benefits are detailed [here](#) and more information about our culture and values can be found [here](#).

## Contact Us

Units 3 & 4, Pinkers Court,  
Briarlands Office Park, Gloucester Road,  
Rudgeway, South Gloucestershire  
BS35 3QH

Call: 01454 411172

Email: [HR@ElimHousing.co.uk](mailto:HR@ElimHousing.co.uk)

## About US

### **Providing homes, supporting people.**

Elim Housing is a socially responsible business delivering quality homes and support services which positively change people's lives.

We engage and innovate, and work in collaboration with others to enhance the wellbeing and independence of individuals and communities.