



Homes that change  
people's lives

## Job Advert: Supported Housing Officer

### Details

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**Reference**

002072

**Salary**

26,000 - 28,000

**Department**

Supported Housing

**Hours**

36.5

**Job Type**

Permanent

**Location**

Priory

**Closing Date**

Monday, 04 August 2025

**Planned Interviews**

Monday, 11 August 2025

### Job Description

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You will work as part of Elim's Supported Families service to deliver psychologically informed housing and support services to vulnerable parents who have a background of homelessness. While living in the service, parents are supported to develop their independent living skills and linked in with a network of service providers as necessary. Our Supported Housing Officers work with parents to secure more permanent suitable move-on accommodation and support them to develop the skills to maintain their tenure successfully and 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. You will work to a shift pattern that cover the hours of 0800-1800, either 0800-1600 or 1000 – 1800, Monday to Friday including all bank holidays, and at times may be lone working following a full induction and training.

- 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

### Person Specification

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- 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

# Benefits

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- 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.
- 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

## 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.