

## Job Vacancies List No 28

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Jobs marked **\*** are open to applications from employees of Angus Council

only, ie permanent, temporary, agency or supply staff.

To access these jobs on our recruitment website either go to the Job Vacancies section on the Corporate Intranet or use the address shown below the job.

**ANGUS HEALTH & SOCIAL CARE PARTNERSHIP**

**Service Leader - Integrated Mental Health Services**

**NHS 8(b) £61,325 - £66,018 ANG03941**

**Angus Council £67,305 - £72,446**

A fantastic opportunity has arisen for an experienced individual to undertake the role of Service Leader - Integrated Mental Health Services for the Angus Health & Social Care Partnership.

With a focus on alcohol and drugs services and homelessness services, you will take a lead role in developing and progressing the ADP and Homelessness Strategy and will manage the HSCP Alcohol and Drugs Service.

You will work closely with the HSCP team to ensure that the strategic intentions are effectively driven forward through a Programme of Care approach.

If you have significant senior management and leadership experience, preferably within a Primary Care environment and hold skills that include transforming and improving services, strong strategic planning and performance management skills and a track record on achieving goals through strong partnership working, we would welcome your application.

For an informal discussion with Jillian Galloway, Head of Health & Community Care Services, Angus Health and Social Care Partnership, please contact jillian.galloway@nhs.scot

You must have the ability to become a member of the PVG Scheme.

Please refer to job description, person specification, information sheet and AfC terms and conditions for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 22 July 2022**

**Case Manager**

**£23,435 - £26,714 ANG03929**

Based at Kinloch Care Centre, Kinloch Street, Carnoustie, covering the South West area of Angus.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We are happy to discuss flexible working during the recruitment process for this position. This means we are open to a conversation about working patterns and the flexibility that is available for this role whilst managing the workload.

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**Closing Date: Friday 29 July 2022**

**Senior Administrative Officer**

**£27,500 - £30,902 ANG03930**

Based at Gowanlea, 12 - 14 Seaton Road, Arbroath.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 22 July 2022**

**Social Care Officer (Social Care Bank)**

**£11.73 - £12.95 per hour (+ 13.99%) ANG03922**

This is an exciting opportunity to be part of our newly established social care bank, allowing you to work in a variety of care settings across Angus. You will help us to ensure we have the right staffing levels in the right settings, ensuring we fulfil our obligations to the people we care for. Although there is no guaranteed or minimum level of work, as a social care bank worker, you will be offered assignments on an “as required basis” and will have flexibility as to which assignments you accept.

Please see attached document “Care Settings” for further details and information.

We are looking for people with a passion for care and a genuine interest in working with people in a caring environment, where you will gain a wealth of experience and knowledge. You will be supported by managers and other professionals to help you work effectively with the individuals in our care.

Hours are worked on a supply basis, as and when required.

Hours are worked on a rota system covering 24 hours a day, 7 days a week. You may therefore be asked to carry out weekend work and night duties for which an allowance is payable.

Although you may be asked to work within any of our care settings within the Angus Health & Social Care Partnership, a discussion will take place at interview regarding your preferred area of work. This will be determined by your qualifications, SSSC registration and ability to drive.

You must have the ability to become a member of the PVG Scheme for regulated work with both children and adults.

You must register with the SSSC within 6 months from date of appointment and it may be a condition of your registration that you achieve a specified qualification within a set timescale.

You will be responsible for maintaining your own registration and any associated qualification costs. You will be required to produce evidence of registration on request.

Please refer to job outline, person specification and information sheet for further details and requirements for these jobs.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: 31 December 2022**

**Social Care Worker (Social Care Bank)**

**£10.48 per hour (+ 13.99%) ANG03924**

This is an exciting opportunity to be part of our newly established social care bank, allowing you to work in a variety of care settings across Angus. You will help us to ensure we have the right staffing levels in the right settings, ensuring we fulfil our obligations to the people we care for. Although there is no guaranteed or minimum level of work, as a social care bank worker, you will be offered assignments on an “as required basis” and will have flexibility as to which assignments you accept.

Please see attached document “Care Settings” for further details and information.

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**Closing Date: 31 December 2022**

**CHILDREN, FAMILIES & JUSTICE**

**Family Support Worker**

**£14,685 - £16,250 ANG03927**

This is an exciting opportunity to join the Carers Support Service. The Permanence team has a specialist remit focusing on adoption and permanent fostering as well as permanence planning for children under 5.

You will work alongside social workers in the team to support adoptive families and permanent foster carers to meet the needs of our children waiting for adoptive and permanent families as well as being part of the wider team involved in permanence planning for children.

You will be based at Bruce House, Wellgate, Arbroath, and will cover the Angus and surrounding areas.

You will work 21.75 hours per week, Monday to Wednesday.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Closing Date: Friday 29 July 2022**

**EDUCATION & LIFELONG LEARNING**

**Senior Clerical Officer**

**£15,738 - £16,414 ANG03926**

Based at Warddykes Primary School, Arbroath.

This job is temporary for up to 12 months from date of appointment to cover maternity leave.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager / organisation.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 29 July 2022**

**HR, ORGANISATIONAL DEVELOPMENT, DIGITAL ENABLEMENT,   
IT & BUSINESS SUPPORT**

**HR Adviser**

**£20,911 - £28,837 ANG03923\***

This job is restricted to employees of Angus Council.

Based at Angus House, Orchardbank Business Park, Forfar.

You will work 21.75 hours per week, Wednesday, Thursday and Friday.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Apply online**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/hr-adviser-286248**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/hr-adviser-286248)

**Closing Date: Friday 29 July 2022**

**Modern Apprentice (Organisational Development)**

**£9,242 ANG03925**

Calling all young people!

Angus Council is offering exciting Modern Apprenticeship opportunities across different job roles. A great way to combine work with a salary, while you are learning and studying for a recognised qualification.

You will be supported by a mentor and your line manager and you will take part in a forum for apprentices from across the council to develop your personal leadership skills for future career progression.

Based at Angus House, Orchardbank Business Park, Forfar.

Places on the Modern Apprenticeship programme are conditional upon securing apprenticeship funding. For these positions, funding is available for applicants aged 16-19 and for disabled and care-experienced applicants between the ages of 20-29.

This job is temporary for up to 18 months from date of appointment.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 29 July 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Area Supervisor**

**£24,307 - £26,897 ANG03928**

Based at Burgh Yard, Cairnie Loan, Arbroath.

You will work 36 hours per week. You will also be required to work an additional 4 hours contractual overtime per week.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 29 July 2022**

**Modern Apprentice (Building Standards)**

**£9,242 ANG03932**

Calling all young people!

Angus Council is offering exciting Modern Apprenticeship opportunities across different job roles.

A great way to combine work with a salary, while you are learning and studying for a recognised qualification.

You will be supported by a mentor and your line manager and you will take part in a forum for apprentices from across the council to develop your personal leadership skills for future career progression.

Based at Angus House, Orchardbank Business Park, Forfar.

Places on the Modern Apprenticeship programme are conditional upon securing apprenticeship funding. For these positions, funding is available for applicants aged 16-19 and for disabled and care-experienced applicants between the ages of 20-29.

This job is temporary for up to 2 years from date of appointment.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 29 July 2022**



**Angus Health & Social Care Partnership**

**Clinical, Care & Professional Governance Facilitator, Band 6**

**Salary Scale: £33,072 - £40,736 per annum**

An exciting opportunity has arisen within Angus Health & Social Care Partnership for an individual to lead and work within the Angus HSCP Clinical, Care & Professional Governance Service.

The post will proactively support the Clinical, Care & Professional Governance agenda in ensuring that clinical, care and professional priorities are delivered within Angus HSCP

Any applicant will be conversant with improvement methodology skills and possess the ability to utilise a range of data analysis and report writing skills.

Applicants should have extensive working knowledge of Word, Excel, PowerPoint and database software. Numerical, statistical and analytical skills, along with good presentation skills, both written and oral are required. Effective interpersonal and communication skills and the ability to prioritise workload and work to tight deadlines are essential.

An understanding of Clinical Governance is crucial.

You will be required to comply with the Code of Conduct for Healthcare Support Workers in Scotland throughout your employment. Information on the Healthcare Support Worker Regulations can be found on NHS Tayside microsite on Staffnet>Our Websites>Healthcare Support Workers.

Hours of work are: 37.5 hours per week.

*NHS Tayside is committed to equality and diversity and welcomes applicants from all sections of the community.*

The post will be based at **Angus House, Orchardbank Business Park, Forfar.**

Informal enquiries to: Abigail Stewart –abigail.stewart@nhs.scot

Alison Clement, Associate Medical Director – alison.clement@nhs.scot

Internal NHS applicants should apply via Job Train on Staffnet, internal AHSCP applicants should apply via https://apply.jobs.scot.nhs.uk

Short-listed applicants will be contacted by email. Please check your emails regularly, including your junk/spam folder.

<https://apply.jobs.scot.nhs.uk/displayjob.aspx?jobid=110160>