

27 February 2008

<http://www.partnershiptrust.org.uk/>

APPLICATION FORMS AND INFORMATION PACKS FOR ALL POSTS (unless otherwise stated) ARE AVAILABLE FROM THE HUMAN RESOURCES DIRECTORATE

When requesting packs and application forms, please always quote your FULL ADDRESS, CONTACT TELEPHONE NUMBER and the POST REFERENCE NUMBER

PACKS SHOULD BE REQUESTED BY ONE OF THESE METHODS

Telephone

01452 891088
(24hr Recruitment Line)

Email

recruit@glospart.nhs.uk

online @ <http://www.nhs.uk/jobs>

Full information, including job descriptions, for most of our vacancies are now included on the NHS Jobs website. Applications should if possible be made through this site

APPLICANTS

As part of our ongoing commitment to the continued safety of our patients, visitors and staff it is likely that you will be required to undergo a Criminal Records Bureau check.

Please note that all posts are restricted to internal applicants currently employed by Gloucestershire Partnership NHS Foundation Trust unless otherwise stated and priority consideration will be given to Gloucestershire Partnership NHS Foundation Trust staff who are currently classed 'at risk'.

ENQUIRIES FROM APPLICANTS NOT CURRENTLY EMPLOYED BY THE NHS WILL NOT BE CONSIDERED UNLESS SPECIFICALLY STATED ON THE JOB ADVERT.

STAFF CURRENTLY EMPLOYED ON THE GLOUCESTERSHIRE PARTNERSHIP NHS FOUNDATION TRUST STAFF BANK ARE NOT ELIGIBLE TO APPLY FOR PERMANENT POSITIONS UNLESS THE POST IS OPEN TO EXTERNAL APPLICANTS.

**To advertise in this bulletin please contact:
Lesley Wreford on 01452 891046, Björn Ballard on 01452 891085 or Anne Webb on 10452 891084**

HOLLYBROOK HABILITATION AND TREATMENT SERVICE, STROUD

We are a multi disciplinary team working in an 8 bedded inpatient Habilitation and Treatment unit in Stroud for people with Learning Disabilities and associated Mental Health problems who present complex behaviours that challenge the service. Our purpose is to meet the needs of the patients and equip them with coping strategies and life skills, enabling them to move to a community setting.

STAFF NURSE – BAND 5 HOURS 37.5 or part time Ref: 327-PART/7/1004

We are looking for nurses to both clinically and operationally support the team at Hollybrook. The hours of work are up to 37.5 per week and duties will involve flexible working across a 24 hour rotational shift pattern.

You should be either a Learning Disability or Mental Health Nurse with an interest in LD and have proven skills in managing complex situations. Practical knowledge of working with Challenging Behaviour, Autistic Spectrum Disorder or Mental Health, is also essential. Preceptorship will be offered as appropriate.

HEALTH CARE ASSISTANTS – BAND 3 HOURS 37.5 or part time Ref: 327-PART/7/1005

We require people to join our Multi disciplinary team who feel that they can positively contribute to the delivery of care.

Within your role, you will be expected to communicate at all levels, provide information from observations and be able to transport clients for community access. In return, we offer commitment to development at all levels.

If you would like to find out more about any of these vacancies or would like to arrange an informal visit please contact Stephen Campbell, Unit Manager on 01453 562070 or email stephen.campbell@glos.nhs.uk

Application forms can be obtained from recruitment

NURSING

Honeybourne, In-Patient Recovery Unit.

Unit Manager (Band 7)

£28,313 - £37,326 per annum

Hours: 37.5 per week – secondment for 12 months

Honeybourne is a newly purpose built ten bedded In-Patient Recovery Unit situated on the St Paul's Medical centre site in Cheltenham. There are also 4 training flats on site.

We are looking for an experienced RMN to manage Honeybourne whilst the substantive post holder undertakes a twelve month secondment. This is an excellent opportunity for Band 6 nurses to gain development experience or if you are already a Band 7 an opportunity to manage an in-patient facility. Honeybourne works closely with all community teams and wards and takes referrals countywide.

In 2007 the unit had 45 admissions, enabling patients with psychosis to engage in an active programme within the unit to obtain a good quality life-style. With social inclusion being the main thrust of the recovery programme which offers opportunities and experiences to our client group to assist them in their recovery journey.

Honeybourne has established recognition countrywide for its high levels of success and requires a Manager to continue and develop this service.

Interested? Contact Tina White, Matron 01452 891729

Ref: 327-PART/7/1348. Closing date: Midnight, 4th March 2008

Crisis Resolution & Home Treatment Team

West Gloucestershire Area, 18 Denmark Road, Gloucester

Community Mental Health Nurse - Band 5

£19,683 - £25,424 per annum

Hours: 37.5 per week – fixed term contract for 18 months

We are looking for an enthusiastic forward thinking, qualified nurse practitioner experienced in working with individuals with Serious Mental Illness to assist in the delivery of a Crisis & Home Treatment Service in the Gloucester and Forest of Dean area.

The post requires candidates that are willing to work rotational shift work including occasional night duties, core hours being 8 am – 10 pm. A full car driving licence is essential for this post.

If you would like to know more then contact Martin Griffiths on 01452 891226 or 07917006138 for an informal discussion.

Ref: 327-PART/7/1359. Closing date: Midnight, 11th March 2008

NURSING

Community Mental Health Services for Older People Based at: Sherborne House Cheltenham

Community Mental Health Nurse - Band 5

Salary: £19,683 - £25,424 per annum

Hours: 37.5 per week

Temporary Six Month Post/Position

We are looking for a motivated and enthusiastic Band 5 nurse to join our well developed multi-disciplinary community team. You will be expected to work as a Care Co-ordinator, or associate worker with individuals and groups of service users, ensuring the implementation of all aspects of care and treatment. Your commitment will be matched by thorough support for personal development both clinically and professionally.

You must be able to travel independently in both rural and urban areas

For further information please contact Chris Rees Team Manager, on 01242 272148

Ref: 327-PART/7/1363. Closing date: Midnight, 4th March 2008

Mental Health Services for Older People – Community Weavers Croft, Stroud

Community Mental Health Nurse – Band 6

£23,458 - £31,779 per annum pro rata

Hours: 30 per week

We are looking for experienced Community Mental Health Nurses to join a well established multi disciplinary team. You will be responsible for assessing and planning for the needs of older people with mental health problems. You will work closely with other team members in order to deliver effective, treatment and care plans. If you are looking for a senior, challenging mental health nursing position, then this opportunity will appeal to you.

This position will require working alone and a need to be able to travel independently in rural and urban areas. Support and regular supervision will be provided.

For formal enquiries and/or further information about these posts please contact Marika Protsyshyn or Tony Warnes (Team Manager – Stroud CMHT 01453 562160) or Jan Furniaux (Programme Manager) 01242 272005

Ref: 327-PART/7/1362. Closing date: Midnight, 4th March 2008
Interviews will take place on 11th March 2008 at Weavers Croft

NURSING

Gloucestershire Early Intervention Service

Health & Social Care Senior Community Support Worker - Band 4

Salary Scale: £16,853 - £20,261 per annum

Hours: 37.5 per week

Applications are invited from individuals who possess NVQ level 3 or equivalent level competency based training in a relevant health or social care area **PLUS** theoretical and practical knowledge to diploma level equivalent, obtained through formal competency based training, short courses and experience **OR** successful completion of approved Associate Practitioner training or relevant foundation degree. It is also essential to have experience of working in a mental health or social care setting.

The post holder, under the supervision of senior practitioners will act as a care coordinator for 10 service users. The role will also include assisting care coordinators in assessing, planning, implementing and evaluating care plans to promote social inclusion and recovery including developing group activities to meet the needs of service users and carers.

All post holders will be offered opportunities for continuing professional development and statutory / mandatory training as well as access to clinical supervision and Individual Performance Review.

The post involves willingness to work evenings or weekends where required and the ability to be efficiently mobile across Gloucestershire. The initial base will be in Cheltenham. They also involve a very real commitment to the principles of Recovery and Social Inclusion.

For an informal discussion about any of the above posts please contact **Nathan Gregory, Team Manager**, on 01242 548295 / 07786 268478. Additional information about the GRIP team can also be found on our web site www.gripinitiative.org.uk

Ref: 327-PART/7/1139. Closing date: Midnight, 11th March 2008

NURSING – RECOVERY TEAMS

Mental Health Working Age Adults - Forest Recovery Team Coleford House, Coleford

Community Mental Health Nurse – Band 6
£23,458 - £31,779 per annum pro rata
Hours: 22.5 per week

We are currently looking for a Band 6 Nurse to become part of the Forest Recovery Team. The team is one of the new teams following the Service Redesign and we are currently working on developing the Recovery service.

You should be interested in working with Service Users with a Severe and Enduring Mental Health problems and working towards achieving the aims of Recovery. The team falls within the Working Age Adult directorate so experience of working with this Service User group would be beneficial. A willingness to help develop this service and push forward new ways of working with the Recovery model in mind would be needed.

Experience using various trust database systems such as Clinical Manager and use of Microsoft programmes would also be beneficial.

If you have any further questions about the post please contact Richard Webb, Temporary Team Manager, Tel: 01594 598200

Ref: 327-PART/7/1357. Closing date: Midnight, 11th March 2008

Community Support Worker – Band 3
£14,437 - £17,257 per annum
Hours: 37.5 per week

We are seeking an individual to join this developing team out in the Forest of Dean area. The recovery Team was formed last year following a Service Redesign and is currently looking at developing the service.

The applicant should have some knowledge of this client group (16-65 with a Serious Mental Health Problem) and be patient centred in their approach. The role will involve supporting registered staff in providing treatments and interventions following a Recovery model. The role also involves using IT so knowledge of Microsoft would be advantageous training for use of other systems will be provided.

If you have any further questions about the post please contact Richard Webb, Temporary Team Manager, Tel: 01594 598200

Ref: 327-PART/7/1358. Closing date: Midnight, 11th March 2008

NURSING – RECOVERY TEAMS

Cheltenham and Tewkesbury Recovery Team, Avon House, Tewkesbury

Support Worker (Band 3)
Hours: 37.5 per week

£14,437 - £17,257 per annum

We are looking for an individual to fill the above vacancy within the Recovery Team which was newly formed through Service Redesign. This is an opportunity to work within an environment which works with service users using a recovery model of care. The post holder will be involved in assisting fellow colleagues in providing treatment packages for people with Severe & Enduring Mental Health problems in the Cheltenham & Tewkesbury area.

Applicants will have some previous experience of working with this client group, have basic working knowledge of Microsoft packages and able to organise their own time.

Car Driver essential.

For further information, please contact Esther Pettitt, Team Manager, or Jac Robinson, Senior Support Worker, on 08454 223970

Ref: 327-PART/7/1351. Closing date: Midday, 10th March 2008
Interview date: Tuesday 18th March 2008

LEARNING DISABILITIES

Learning Disability Strategic Service Unit **LD SSU Headquarter, Delancey Hospital, Charlton Lane, Cheltenham**

Health Facilitator (Band 6)
Hours: 37.5 per week (Permanent Contract)

£23,458 - £31,779 per annum

An exciting opportunity has become available to work as the Health Facilitator for the Strategic Learning Disability Service Unit in Gloucestershire.

The position will involve leading and co-ordinating Health Facilitation and Health Action Planning across the county.

The successful candidate will work in Partnership with GP Practices, Hospital Services, Public Health and specialist and mainstream health services to promote inclusive and equitable healthcare delivery to people with learning disabilities.

Candidates will be required to be mobile to meet the requirements of the post.

Please contact Kevin Keane, Community Services Manager If you would like an informal discussion on 08454 22 2125 and Esia Dean on 01452 891357 to arrange an informal visit.

Ref: 327-PART/7/1353. Closing date: Midnight, 4th March 2008

OCCUPATIONAL THERAPISTS

Older Peoples Mental Health Service Assessment & Treatment Service, Charlton Lane Centre, Cheltenham

Occupational Therapist (Band 6)

£23,458 - £31,779 per annum

Hours: 37.5 per week

Gloucestershire Partnership Trust is a countywide specialist NHS Trust providing services for people with mental health needs and people with learning disabilities.

Our progressive OT Services:

- Are in partnership with the UK Centre for Outcomes Research and Education based at South Bank University to develop OT practice.
- Offer a robust programme of training and CPD
- Provide clinical and managerial supervision (including peer groups).
- Support ongoing practice based OT research activity
- Are committed to multidisciplinary team working
- Develop sound clinical career pathways

An experienced therapist is required to provide inpatient assessment and treatment in a developing service working across two sites (new single site facilities complemented 2009). Job profile includes: working with older people with complex health needs, working with CMHT(s) for older people to facilitate discharge, utilising the Model of Human Occupation as the first informing model of practice, using standardised assessments and implementing evidence based practice.

Informal enquiries and visits are encouraged, please contact: Laura Quick, Lead occupational Therapist, on 01242 272179 or Jez Leat, Matron Manager, on 01242 272179

Ref: 327-PART/7/1321. Closing date: Midnight, 28th February 2008

Mental Health Services for Older People Cirencester and North Cotswolds Community Mental Health Team

Occupational Therapist - Band 6

£23,458 - £31,779 per annum

Hours: 37.5 per week

Based at Baunton Ward, Cirencester Hospital

We are looking for an experienced therapist to join another Band 6 OT in a successful, well functioning CMHT for Older People. The job profile includes: working with older people with complex health needs, working with CMHT(s) for older people to facilitate recovery and well being, utilising the Model of Human Occupation as the first informing model of practice, using standardised assessments and implementing evidence based practice.

As this is a community based role a significant amount of your time will be out of the office and you must be able to travel independently in a rural area.

Informal enquiries and visits are encouraged for this post. Please contact:

Tina Kukstas, Team Manager 08454 222709

Laura Quick, Lead Occupational Therapist 01242 272012

Ref: 327-PART/7/1364. Closing date: Midnight, 11th March 2008

MANAGEMENT

Child and Adolescent Mental Health Service Marsburg House, Stroud

Deputy Service Manager (Band 8a)
Hours: 18.5 per week

£36,112 - £43,335 pro rata per annum

The CAMHS Strategic Service Unit is looking to recruit a part time deputy service manager to lead the clinical team based at Marsburg House in the Stroud locality. You will join a well established multi-disciplinary team comprising nursing, psychology, psychiatry, psychotherapy and art therapy, and form part of a dynamic highly motivated management team focused on delivering high quality clinical care. The Team is about to embark on implementing CAPA (Choice and Partnership Approach) to support the effective management of waiting times of which you will play a leading role.

For further information please contact Les Trewin, Service Director – CAMHS, on 08454 226010.

Ref: 327-PART/7/1315. Closing date: Midnight, 4th March 2008

TRAINING AND EDUCATION

Collingwood House, Training and Education Centre, Gloucester

NVQ Assessor / Trainer (Health and Social Care) – Band 5

£19,683 - £25,424 pro rata

Hours: 18.5 per week

Ref: 327-PART/7/1344

We are looking for an enthusiastic, well motivated individual with experience working in Mental Health service settings to support the NVQ Team in the provision of NVQ's in Health and Social Care level 2 & 3. The job will involve planning, implementing and evaluating NVQ training programmes, advising, assessing and supporting NVQ candidates in the workplace in Mental Health and Learning Disability service settings.

You will be professionally qualified to RNMH or have an equivalent Social Care qualification. You will also hold an NVQ Assessor Qualification (D32/D33 or A1). The successful candidate will be able to demonstrate over a significant period experience of working within Health and Social Care settings and have experience of supporting and assessing NVQ candidates in the workplace.

For informal visit or further information please contact Emma on 01452 891245.

Training Information Analyst Band 5

£19,683 to £25,424 per annum

Hours: 37.5 per week

Ref: 327-PART/7/1345

Collingwood House provides a comprehensive training information service to the Gloucestershire Partnership NHS Foundation Trust.

We are looking for an enthusiastic and experienced Information Analyst to set up and run an Oracle Learning Management System and Talent Management System which are associated modules of the NHS Electronic Staff Records System.

The successful candidate will hold a recognisable qualification in business/system analysis or equivalent experience. Experience of analysing data and producing high quality reports is essential as is demonstrable experience of using a computerised Training Administration and/or Human Resource system based on an ORACLE platform. Experience of involvement with systems development projects is also an essential requirement of this post.

For further information please call Sue Heafield, Head of Training on 01452 891242.

Closing date for both posts: Midnight, 12th March 2008

ACCOMMODATION SERVICES

Working Age Adults Strategic Service Unit Accommodation Team, Field View, Gloucester

Contracts Manager - Band 5
£19,683 - £25,424 per annum
Hours: 37.5 per week
Contract: 12 month secondment

The Accommodation Services team are recruiting for a new full-time Contracts manager to work within the area of Gloucestershire. You will be required to monitor and provide support to sub contracted private landlords for people with mental health problems living in supported lodgings.

You should have knowledge of contracts, experience of working within a mental health environment, excellent interpersonal and communication skills plus a commitment to high standards, partnership working, anti discriminatory practice and the recovery model.

For further information about this post and the team, please contact Sally Gardner, Team Manager, on 01452 563102.

Ref: 327-PART/7/1355. Closing date: Midnight, 11th March 2008

ADMIN & CLERICAL

Learning Disability Strategic Service Heathfield, 30 Denmark Road, Gloucester

Medical Secretary (Band 4) £16,853 - £20,261 per annum
Hours: 37.5 per week

The Learning Disability Service is dedicated to supporting people with a learning disability in Gloucestershire. We have a vacancy for a medical secretary following the retirement of one of the secretaries within our team. You will join an established team of four other medical secretaries. The ideal candidate would be self motivated, conscientious, efficient and reliable, would have proven administrative/secretarial skills, be able to audio type and be able to prioritise autonomously and work within a team.

Informal enquiries to Dr Heena Hargovan, Manager at Heathfield, on 01452 891367.

Ref: 327-PART/7/1354. Closing date: Midnight, 4th March 2008

ADMIN & CLERICAL

Mental Health Services for Older People Charlton Lane Centre, Cheltenham

Personal Assistant to the Service Director of Mental Health Services for Older People (MHSOP) – Band 4

£16,853 - £20,261 per annum

Hours: 37.5 per week

As Personal Assistant to the Service Director you will be at the heart of planning and delivering continuous service improvement. The successful applicant will have initiative and extensive experience of working in a demanding office environment. You will have excellent secretarial skills and qualifications (RSA 3 or equivalent). Solid organisational and communication skills are also essential for this post, together with the ability to travel around the county.

If you have a 'can do' attitude and the above abilities, we welcome your application.

For informal enquiries please call Jo Young on 01242-272016

Ref: 327-PART/7/1360. Closing date: Midnight, 4th March 2008

Mental Health Services for Older People Charlton Lane Centre, Cheltenham

PA to Head Nurse/ Clinical Nurse Specialist (Dementia) – Band 4

£16,853 - £20,261 per annum pro rata

Hours: 18.75 per week

Based at Charlton Lane Centre, Cheltenham

We are looking for an individual with senior administrative/secretarial experience to provide secretarial and 'pro-active' administrative support to the Head Nurse/ Clinical Nurse Specialist (Dementia), Older Adult Services.

The preferred candidate will need to be self-motivated, able to prioritise a range of tasks, work under their own initiative and have the underpinning knowledge and skills to administratively support the Head Nurse. In particular they will need to have excellent communication, interpersonal and organisational skills.

Informal enquiries are encouraged for this post. Please contact:

Tim Coupland Head Nurse/ Clinical Nurse Specialist (Dementia) on 01242 272116; or Maggie Porter, Deputy Support Services Manager on 01242 272007

Ref: 327-PART/7/1361. Closing date: Midnight, 4th March 2008

ADMIN & CLERICAL

Human Resources Department, Rikenel

HR Information Administrator – Band 3

Salary: £14,437 - £17,257 per annum pro rata

Hours: Part Time up to 30 Hours

Permanent contract

We currently have a vacancy for an effective HR Information Administrator to work within the HR Team to provide a comprehensive HR service for the Trust. The role focuses on ensuring the efficient delivery of all HR related administrative functions and requires accuracy, attention to detail, numeracy and good organizational skills, together with the enthusiasm to provide a quality service. In addition the post requires an ability to prioritise your workload.

The use of computerised Human Resources systems is required involving data entry, retrieval and updating. Training will be provided in keeping with the needs of the successful applicant. Previous experience of using data bases is required.

Familiarity with office administration and procedures is required along with good keyboard skills together with knowledge of "Office" software and working to deadlines will have been acquired through previous experience of working in relevant environments.

For informal visits or further questions contact Kevin Jacobs Assistant Director of HR or Carol Sparks Deputy HR Director on 01452 891078

**Ref: 327-PART/7/1366. Closing date: Midnight, 7th March 2008.
Interviews to be held on Monday 17th March 2008**

Psychological Therapy Team The Pavilion, Lexham Lodge, Cheltenham

Team Secretary (Band 3)

£14,437 - £17,257 pro rata

Hours: 18.5 per week

The Psychological therapy team provide a countywide service providing psychological therapy for adults of Working age 18-65.

An opportunity has arisen for a part time team secretary post currently at the Pavilion, Lexham Lodge. We require a self-motivated person, who is loyal, conscientious, efficient and reliable. You will have proven admin/secretarial skills and be able to demonstrate organisation, communication and interpersonal skills. You should also have experience in all aspects of Microsoft Office and be qualified to RSA II or equivalent. The ability to work to tight deadlines is required. You will be required to undergo a criminal records bureau check.

For further information please contact Elaine Tingle, Locality Administration Manager, 08454 22 4825

Ref: 327-PART/7/1350. Closing date: Midnight, 4th March 2008

ADMIN & CLERICAL

Mental Health Working Age Adults - Stroud Recovery Team Park House Resource Centre, Stroud

Team Secretary - Band 3

£14,437 - £17,257 per annum pro rata

Hours: 24.5 per week, over 5 days

An opportunity has arisen for a part time team secretary for the Recovery Team in Stroud. We are looking for a self motivated, loyal, conscientious, efficient, reliable person, who should be able to use your initiative to work on your own as well as be a good team player; an excellent telephone manner is essential.

You will have proven administrative/secretarial skills and experience in all aspects of Microsoft Office and be qualified to RSA II or OCR levels.

As part of our ongoing commitment to the continued safety of patients, visitors and staff you will be required to undergo a Criminal Records check.

For further information please contact Jennifer Hartland, Locality Administration Manager on 01453 562090

Ref: 327-PART/7/1356. Closing date: Midnight, 11th March 2008

Early Intervention Service, Hesters Way, Cheltenham Cheltenham, Tewkesbury and North Cotswolds Team

Receptionist/ Admin & Clerical Officer (Band 2)

£12,577 - £15,523 pro rata

Hours: 37.5 per week

The Early Interventions Team provides a service to people between the ages of 14 and 35 with a first episode in psychosis.

An opportunity exists for a Receptionist/Admin & Clerical Officer to assist the Early Interventions team currently based at Hesters Way. The team are anticipating a move to Albion Chambers in Gloucester shortly.

We are looking for an experienced receptionist to join the Team Cheltenham. The post holder will act as initial point of contact and deal with telephone enquiries from external agencies, clients and staff. Applicants should possess exceptional verbal and written communication skills and the ability to work as part of a team, an excellent telephone manner is essential. The successful applicant will have previous experience of working in an office environment and be IT literate. The post holder will be required to be flexible and adaptable in their approach to their duties. You will be required to undergo a criminal records bureau check.

For further information please contact Elaine Tingle, Administration Manager, on 08454 224825.

Ref: 327-PART/7/1352. Closing date: Midnight, 4th March 2008

HOTEL SERVICES

Permanent and temporary (Bank) posts

£6.13 – £6.68 per hour with enhanced pay for weekends and bank holidays

Hotel Services provides the cleaning service within Wotton Lawn hospital, clinics and day centres throughout the Gloucester area, including Quedgeley, Churchdown and the city centre.

We are currently looking to recruit cleaning assistants at Wotton Lawn Hospital. You would need to be flexible and willing to work as part of a multi skilled team that maintains a high standard of cleanliness throughout all areas of responsibility.

We provide a service 7 days a week between the hours 8.00 am – 8.00 pm, with various shift patterns available.

Please ring Anne Howe 01452 891515 or Sue Sweeney 01452 891514 for an informal chat to see if we have hours to suit you.

Ref No: 327-PART/7/1061

VACANCIES WITHIN OTHER ORGANISATIONS (PLEASE NOTE ALTERNATIVE CONTACT DETAILS FOR THESE POSTS)

The latest vacancies from Gloucestershire County Council can be found on their website at:

www.gloucestershire.gov.uk
