

St Joseph's Specialist Trust, Cranleigh, Surrey



Acting Deputy House Manager (REW) – Fixed Term Contract
£32,218 - £35,094 per year. 33 days paid holiday.
£1,000 recruitment and retention bonus**

This is a fixed-term contract position with an expected end date of Friday 31st July 2026.

At St Joseph's Specialist Trust, we support some of the UK's most complex and vulnerable children and young people, many of whom are autistic and have severe learning disabilities, social communication difficulties and behaviours that challenge. We are currently seeking an enthusiastic and resilient Acting Deputy House Manager to join one of our residential houses on a fixed-term basis.

This is an excellent opportunity for someone ready to take the next step in their career within residential childcare. The successful candidate will support the House Manager in leading the house team, ensuring high standards of care and support for our students at all times.

Applicants must hold, or be working towards and close to completing, a Level 3 QCF Residential Childcare qualification. Ideally, candidates will also hold, or be willing to work towards, a QCF Level 5 qualification.

About the Role

You will support children and young people with complex learning disabilities, autism, severe social communication needs and challenging behaviours, including behaviours such as biting, hitting, kicking, spitting and sexualised behaviours. The role requires physical, mental and emotional resilience, professionalism and a calm, consistent approach.

Our care teams support students outside of school hours. You will support students with developing independence and life skills, including:

- Personal care
- Meal planning and preparation
- Shopping and money handling
- Community access and activities on and off site.

You will also support and supervise a team of Care Workers, deputising for the House Manager where required and helping to ensure care is delivered to the highest standard.

You will receive ongoing support from an experienced management team, alongside comprehensive training and mentoring in areas including safeguarding, autism and positive behaviour support.

What We're Looking For

We are looking for candidates who can demonstrate:

- Empathy, compassion and enthusiasm
- Strong communication and leadership skills
- Mental, physical and emotional resilience
- A commitment to safeguarding and high standards of care
- The motivation to make a genuine difference to young people's lives

As part of your induction, you will complete mandatory training including Team Teach positive behaviour support and Safeguarding training before employment commences.

This is a 37 hour per week position worked on a shift rota, including weekends and sleep-in duties where required. Appropriate sleep-in payments will be made in addition to salary.

Why Join St Joseph's?

- 33 days holiday paid (including public holidays)
- £1,000 retention bonus - £250 after 1 month, £250 after 1 year and £500 after 18 months' service
- Life insurance and medical cashplan
- Comprehensive induction programme
- Regular training, CPD and 1:1 mentoring
- Support and funding towards QCF Level 5 qualification (following successful completion of probation)
- Career progression opportunities
- Free on-site parking and meals when on duty
- Employee Assistance Programme offering confidential wellbeing and counselling support for you and your family, 24/7
- Strong organisational support network including Mental Health First Aiders and Occupational Health
- Discounted fitness classes with Surrey Fitness Camps and Go Fest Active Studio
- Beautiful 23-acre site on the edge of the Surrey Hills

How to Apply

Shortlisting for interview is based on a fully completed application form.

For an application pack, including application form, job profile and person specification, please visit our website or email – recruitment@st-josephscranleigh.surrey.sch.uk

Closing Date: Monday 1st June, 8am

Own transport is desirable due to our semi-rural location, and applicants should carefully consider commute distance before applying. Please note that we are unable to sponsor applicants to relocate from overseas or convert study visas to work visas.

St Joseph's Specialist trust is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to satisfactory references, enhanced DBS clearance and safer recruitment checks.