

Job opportunities in the Community Care Service

Where are posts advertised?

We are often looking for people to join our teams. If you are interested in applying for a post please check regularly in the Shetland Times weekly newspaper or look at their website www.shetlandtoday.co.uk. All job vacancies are also listed on the Council's Web site at www.shetland.gov.uk

Some posts are also advertised nationally, usually in Community Care magazine or in The Guardian newspaper on a Wednesday. Travel expenses from outwith Shetland and subsequent relocation expenses are payable for some posts which is stated on the advert. All nationally advertised posts are also advertised in the Shetland Times.

What sort of posts are available?

Typically we are recruiting for Social Care Workers (SCWs) or kitchen and domestic staff. The following information is provided just as a guide.

We consider the following qualities to be absolutely essential: a positive attitude to the service users, physical fitness so all aspects of care and support can be given, reliability and honesty, proficiency in English. For some posts it is also a requirement to be a car owner/driver. People new to care work can be considered for a two year fixed term trainee SCW post so long as they are prepared to undertake training.

With kitchen or domestic staff we are looking for similar qualities, plus the ability to pass the elementary food hygiene certificate (or intermediate standard for a cook). Assistance will be given if needed, for example, people for whom English is a second language or for those with dyslexia. There is no need for kitchen or domestic staff to be able to drive.

Occasionally we are seeking qualified Social Workers, Managers, Senior Social Care Workers. If you have a general enquiry about vacancies please phone 01595 744300 to be put through to someone who can answer your queries. Specific enquiries are best dealt with by the contacts listed in the relevant advert.

If you are interested in becoming a relief member of staff, ie someone who works at short notice as and when required, there is no need to wait for an advert, ring the manager of the service you are interested in working for. See the leaflets on these web pages for more information about specific services.

What qualifications are required?

This depends on the individual post and will be included in the person specification. Applicants should note that to meet with the requirements of the Regulation of Care (Scotland) Act 2001 certain qualifications are required or will be required for staff to be registered with the Scottish Social Services Council (SSSC). Further details can be obtained from www.sssc.uk.com The Community Care Service will do its best to ensure that all staff are offered suitable training to enable them to register with the SSSC within the specified

time limits. Some study time is allowed, but staff will also have to carry out some study in their own time in order to qualify.

We must receive a clear Disclosure Scotland check for all employees and relief workers before they can start work.

What are the benefits of working within the Community Care Service?

We like to think we offer high quality well-resourced services which meet national care standards. This is confirmed in the Care Commission's inspection reports of many of our services. Our staff have a very positive approach towards our service users and are very involved in the social and emotional aspects of providing care and support.

Yes, there is always a lot to do, but if there is a care worker or social worker anywhere in the country without a lot to do we will be surprised (and they will be bored)!

We are very keen to 'grow our own' senior staff so if you have what it takes you will be provided with appropriate training opportunities. All staff get excellent access to free training.

As an employee of Shetland Islands Council you will be able to take advantage of subsidised entry to the superb leisure and recreational facilities throughout Shetland.

For those considering a move to Shetland to work with us, you will delight in the lack of traffic, the connections between folk (if someone can't answer your question they will surely know the person who can), the informality of the life-style.

A note about application forms

This is your chance to sell yourself to us! Please do not assume that it is sufficient to say you have previously worked in a care setting, we need to know the range of your duties. Use the job profile and person specification as a guide to help you, it will tell you what we are looking for, you need to show us that you are capable of everything listed, if not immediately, then after appropriate training has been given.

If you haven't got previous experience of some or all aspects of care, tell us what you understand of the items on the person specification. For example, you may not have worked with a care plan, but if you are seriously interested in working in a care setting you should have undertaken some research and have an idea of its contents or why it is used.

We will only interview candidates who demonstrate that they can meet the essential requirements listed on the person specification.

GOOD LUCK – WE LOOK FORWARD TO RECEIVING YOUR APPLICATION!