

Job description - Instructors

Diagrama Foundation are seeking a range of **Instructors** for our new centres offering day opportunities for people with a learning disability, physical and sensory impairment, acquired brain injury and/or autism at our sites in **Burgess Hill, Haywards Heath and East Grinstead**. This is an exciting opportunity, and we are seeking applications from candidates who are able to demonstrate ability to effectively delivering a first-class service to our service users. The following roles are available, with the potential to combine them if the required skill sets are demonstrated:

- Livestock Instructor(s) - East Grinstead - To develop a range of meaningful activities for the service users to participate in and to deliver relevant accredited educational/vocational qualifications. To oversee the care of livestock, including providing routine health care, development of suitable breeding programmes and the completion of relevant documentation to ensure compliance.
- Horticulture Instructor(s) - East Grinstead – To develop the horticultural plot (which includes a polytunnel) to provide meaningful activities for the service users to participate in to include food crop production and nature conservation. To deliver relevant accredited educational/vocational qualifications. This role will also include some basic livestock care work.
- Arts, Crafts and Life skills Instructor(s) - Burgess Hill and Haywards Heath – To develop a range of meaningful art and craft activities for the service users to participate in and to encourage service user independence by developing their life skills. To deliver relevant accredited educational/vocational qualifications.
- Catering Instructor - Burgess Hill – To develop a range of meaningful activities for the service users to include menu planning, healthy eating, cooking simple meals and producing simple items for a café. To deliver relevant accredited educational/vocational qualifications.

Key Responsibilities/Accountabilities

- To provide safe and professional care to service users to ensure they are supported and guided to develop positive relationships, and aid their emotional, social, behavioural, physical and intellectual growth, especially in the relevant field(s) of livestock and/or horticulture and/or catering and/or arts, crafts and life skills.
- To provide a safe and secure environment for the care and support of service users, ensuring compliance with all policies and procedures in place to meet our statutory and contractual requirements.
- Plan, Create and produce activities to occupy and develop service users to ensure that they gain skills and education in line with their identified needs.
- Conduct service user's strength-based assessments and ensure regular review of care and support plans.
- Complete, maintain and supply documentation to ensure relevant information is accurately recorded- in line with company procedures, and compliance with statutory and contractual requirements.
- Build and create positive relationships based on mutual trust and respect with service users to ensure that they develop and grow in line with their identified needs.
- Communicate and act to promote teamwork and ensure high standards of service delivery in accordance with the best interests of the service user.

- Ensure own and, when appropriate, other's actions reduce risks to health and safety in compliance with statutory legislation and company policy.
- Define structures and boundaries for service users to ensure their welfare; ensuring they understand behaviour expected.
- To assist in creating opportunities, within and outside the service for the service users to learn and develop from.
- Undertake any other duties as required from time to time by the Contract.

Job Type: Part time and Full-time hours available

Salary: £12.66 p/h

Ability to commute/relocate:

- Mid Sussex Area: reliably commute or plan to relocate before starting work (required)

Experience:

- Previous experience within in a similar environment

Languages

- English (required)

Licence/Certification:

- Driving Licence

Work Location: In person

Benefits

- Company pension
- Health & wellbeing programme

Education

- GCSE or equivalent (preferred)