



**TOGETHER**  
 **TRUST**

# Job pack

# Who we are

## We are the Together Trust

For over 150 years we've been championing and caring for people with disabilities, autism and complex health needs. And providing life-changing care and support for looked-after children and care-experienced people.

Today we're one of the North West's leading disability, education and care charities. We help children, adults, parents and carers, delivering individual care, support and education to thousands of people and their families each year.



### Our values

#### Positive

We take pride in celebrating the difference we make

#### Professional

We act in a fair and respectable way that recognises our collective expertise

#### Passionate

We encourage creative ideas and inspire one another

#### Supportive

We are considerate and caring towards one another

## Our vision

**A society where people thrive because they are valued within their communities**

## Our mission

**To champion the rights, needs and ambitions of the people we support – they are at the heart of everything we do. We stand by them and we work together for change**



# What we do

## Caring homes

We're proud to offer warm and nurturing homes for children and young people. We help them grow their independence and shape their own story. All while regaining a sense of belonging.



## Education

Every child deserves a chance to learn and space to thrive. That's why we break down barriers to education for all young people, helping them learn and grow at their own pace. Because the right education can change lives.



## Community services

We offer a range of flexible services for adults with disabilities or complex health needs. We put our services at the heart of local communities, making sure everyone has a chance to thrive. Whether that's helping people to live independently, or creating spaces to learn, work and play.



## What we do

### Helping families

We've helped a lot of families over the years, and we know that every family is different. That's why our support services are shaped around not just the individual but the whole family. We work with you to understand and achieve your aspirations for a happy and fulfilled future. Because transforming family life helps children thrive.



### Therapy and specialist support

Our friendly and experienced team slot right in with existing school teams and support staff. And we tailor our wide range of therapeutic support and training to suit students' needs.



### Campaigning for change

The people we support tell us that they face daily discrimination, hardship and barriers. And the impact of harsh austerity measures roll on. Things must change. Every day, we listen and learn from the people we support so we can work together for change.





# Working here

Every day with us is different. You'll get to help the people we support celebrate along the road to a brighter future and be part of an incredible team of like-minded peers. Together we work hard, laugh a lot, and support each other.

## Where we work

Together Trust has a central office in Cheadle, Stockport but as an organisation we offer services across the North West.

## When we work

We recognise the importance of helping our colleagues balance their work and home life and so we have a flexible working policy in place. Colleagues can make a request for flexible working, whilst we cannot guarantee it will be approved, we will carefully consider any request made.

Most of our colleagues work non-standard hours in our services - this might be part-time hours, shift work, sleep-ins and hourly bank work.

## Equal opportunities

Together Trust is fully committed to addressing inequality. For our workforce this means:

- We are open, honest and vulnerable by admitting where we have got it wrong
- We educate ourselves so we can create equitable opportunities, celebrate diversity
- We all work to build an inclusive culture of togetherness at the Together Trust

## Safeguarding

We're committed to safeguarding the people we support. This starts with our staff. All staff receive safeguarding and Raising Concerns training as part of their training when they join us.



# Pre-employment checks

Before joining the Together Trust, the following checks are carried out:

## Work history

You'll be asked to share a full and detailed work history

## Reference check

All job offers are conditional subject to satisfactory references.

## DBS check

For most roles you'll need to complete a Disclosure and Barring Service (Criminal Records Bureau) Check.

## Identity check

We are also obliged to confirm your identity and obtain proof of your right to work in the UK.

## When you join

You'll get a place on our induction training programme which can last up to two weeks depending on your service. After the induction, our learning and development team will be able to offer ongoing support and personal development.

## Probationary period

All our roles have a probationary period.

# Benefits

We offer colleagues a whole range of employee benefits including flexible working, a pension, health plan and a cycle to work scheme. As well as an annual pay review with incremental progression.

We aim to fully support all staff no matter what hours they work and hope they make working at our charity even better!

27 days annual leave (plus bank holidays) rising to 30 after 5 years and rising to 33 after 10 years (plus bank holidays)

A company pension plan with 7% employer contribution

Opportunity to purchase a health plan to claim towards therapy, dental and more

Unlimited access to our employee assistance programme for advice and support

Support from mental health first aiders

Follow your ambitions and progress your career through on-the-job training, apprenticeships and qualifications

## Top tips to help your application go smoothly

Get your references in place, speak to them in advance so they know our request will be coming.

Let us know of any issues that might pop up on your DBS certificate, however minor they may seem. Even simple things may show up, but if we know to expect that it shouldn't slow things down.

Have you lived or worked abroad for 3+ months in the last 5 years? If so, you'll need to provide a Good Code of Conduct. You can apply for one of these from the embassy of the country you were resident in.

## Additional information

In line with the principles of equal pay for work of equal value, Together Trust uses a job evaluation scheme to determine the grades advertised. Within each grade, there are six points where staff can progress from point to point on an annual basis providing that they meet the criteria set in the pay policy.

All new staff will start on the first pay point of the relevant pay grade regardless of experience or qualifications.

Please note that role profiles are generic and are not meant to capture specific qualifications for specific roles. Therefore, please ensure you refer to the job description for specific details and requirements about the role you wish to apply for.

As part of Together Trust's commitment to our staff and service users, any new recruits will be required to undertake pre-employment checks and a tailored mandatory induction programme before commencing their role. This process aims to create a positive and supportive working environment, allowing new employees to learn key elements of their role over a reasonable timescale.

Each induction programme will be specific to the role and service you are successful for. Together Trust's induction programmes and start dates are fixed. You will be required to attend the next available induction, depending on when your pre-employment checks are completed. We advise all successful candidates to be mindful of this when handing in their notice. For further information about pre-employment checks and Together Trust's mandatory training programme please contact the HR team on the email address provided on your application form.

## Residential only

Please be aware that you must be over 22 years of age to apply for this role due to the age range of the young people in the services.

(These roles are exempt from the Employment Equality (Age) Regulation 2006.)