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| Job Title | Personal Assistant PA/LS/05/17 |
| Salary | £16,731 per annum pro-rata (£8.25 per hour) |
| Sleepovers | £64.80 per sleepover |
| Hours | 30 hrs per week |
| Duration | Permanent |
| Location | Craigmillar, Edinburgh |
| Closing Date | Monday 31st May 2017 |
| Contact | To apply, please visit our website at <http://www.thistle.org.uk> |
| Important | Please inform your line manager if you intend to apply for this vacancy.  Initial interviews will take place with Family involvement. |

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| **Personal Assistant** | I currently have a vacancy for a Personal Assistant to work with me 2:1 and help me lead as much of an independent life as I can manage. I am a young man with autism and a significant learning disability and I can at times display challenging behaviour when confused, anxious or feeling ill which my team hopefully you help me cope with and I live in Craigmillar. I do need support with Personal Care but maybe with your encouragement, time and patience I could learn.  I am very active, love listening music, getting involved in arts crafts and developing my socialising skills, although I can have times where I only can focus for short periods of times but with your encouragement I can get better at this. I also love shopping, doing puzzles, going to the cinema, swimming and more recently adapted bikes. I love being in my car and going places hence why I need drivers. I am very energetic, engaging but I do require a consistent approach from my team, support and structure to allow me to develop and benefit from a wide range of positive life experiences for me be part of if possible. I use PECS to communicate and hope to develop this where I can express more of my wishes, needs and choices of my own.  **The shift patterns for this post would be :**  **Daytime Support; 8am – 10pm, sleepover, 7am – 8am**  **Additional Daytime Support; 8am – 10pm**  **Waking Nightshift – 8pm – 8am**  There is also a requirement to participate in the on-call system for which an additional payment would be paid.  We require an individual who can provide **full flexibility** for this post.  You will require good communication and social skills to work effectively with family and other members of a large team dependant on the service. We are looking for someone with a warm and friendly personality, who can work professionally and use their own initiative. Experience working with Individuals with autism is desirable but not essential and a willingness to make a difference to a persons life. A **driving licence** **is essential** for this post.  Are you flexible and responsive? Do you have what it takes to support individuals to achieve and maintain a great life? Are you a unique person who wants to share their skills and gifts and make a difference to someone’s life? Can you help build friendships and find ways to contribute and connect to the local community?  Applicants must have, or be willing to work towards a qualification meeting the standards required for registration with the Scottish Social Services Council.  In return you will have the satisfaction of working for an organisation at the cutting edge of designing individualised support arrangements that make a real difference to people’s lives. You will receive excellent training on full pay and you will be eligible to apply for our fully funded SVQ and other benefits, such as a contributory pension scheme, childcare voucher scheme and Hospital Saturday Fund.  \*Exemption under Equality Act 2010  Thistle Foundation is an Equal Opportunities Employer  Successful candidates will be subject to a PVG check which will be paid for by Thistle. |