



POST: Behaviour Support Manager – Southwark and Lewisham

LOCATION: Lewisham Hub (Bellingham), Southwark Office (Bermondsey), work from home.

SALARY: £30,000 to £32,000 PA pro rata, based on experience

HOURS: 4 days a week, 12 month fixed term

Reports to: Hubs Service Manager

Direct Reports: None

About Resources for Autism (RfA)

We have been around since 1997, when we started as a small playgroup set up by parents dismayed at the lack of provision for their autistic children. Since then, Resources for Autism (RfA) has grown into a major deliverer of services and support in London and the West Midlands with a turnover of around £2.6m per year. Our mission is to support autistic people to live happy and fulfilling lives. We want to change society's attitude to autism whilst also providing essential services and enriching opportunities to autistic people. We are a value-driven organisation which employs value-driven people who want to make a difference. Our values are: Inclusion, Creativity, Compassion, Courageousness and Expert. You will play a vital part in ensuring that we can resource and sustain this amazing work.

Our Services

All of our services across children and adults and parent/carers, mirror the wider organisational mission of providing safe, fun and meaningful support that enables personal development. We provide this support by ensuring our staff are skilfully trained, meet the highest safeguarding expectations and are encouraged to develop and upskill throughout their career with Resources for Autism.

The Role

The Behaviour Manager role predominantly sits across two services, our 16-25 South London Project and Lewisham Autism Hub.

Our 16-25 project in Lewisham and Southwark is funded by Merchant Taylors' Foundation to support autistic 16–25-year-olds to improve their wellbeing, transition successfully into adulthood and help them thrive. The role also involves the provision of parent/carer and professionals training and workshops to increase knowledge of autism in the community and sector.

The Lewisham Autism Hub is a one stop shop for families, adults, professionals and the community to access a range of our services, including behaviour support and advice. You will be based in the Lewisham Hub for a minimum of 2 days of your week and 1 at the Southwark office, ensuring you are visible, approachable and integrated as a part of the community and team there.

Across South London Services you will be providing support to the broader team with understanding autism, delivering workshops to professionals and parent/carers, and supporting families 1:1 in virtual or face-to-face booked sessions on-site and occasionally in the home. You will also be creating accessible resources to educate families and professionals in major topics around autism, including but not limited to: managing emotional dysregulation, sensory needs, and developing a routine.

This role will require some travel across Lewisham and Southwark, and also to our Head Office based in Barnet.

You will be instrumental in the general dissemination of behaviour strategies, best practice and autism knowledge across services in Lewisham and Southwark including at Clubs and Holiday Playschemes which run in Southwark on Saturdays and school holidays. You will need to have some availability to support these teams as required.

Main Responsibilities:

- Safeguarding the highest quality standards of our services through carrying out quality visits and supporting staff to implement best practice.
- Help develop and deliver internal and external trainings and workshops for parents and professionals.
- Support with implementing policies around quality and behaviour.
- Ensure we remain relevant with changes in best autism practice.
- Managing a caseload and supporting families, children, young people and adults directly by carrying out behaviour assessments, calls, home visits, supporting staff where there are behaviours of concern, supporting in a 1:1 capacity for families who need intensive support, support with crisis intervention, delivering workshops and managing specialist projects.
- Liaising with professional networks, advocating on behalf of families less able to themselves, attending key meetings where you are the autism and behaviour expert.
- Raising society's awareness of autism through developing and delivering training across a variety of different audiences including, social care, specialist SEN and mainstream settings, youth organisations etc.
- Creating helpful and accessible resources for families and professionals that are of a high standard.
- You will be confident in presenting in-person training sessions and workshops as well as monitoring and evaluating the impact of the training you deliver.
- Overall responsibility for the Behaviour Support Plans and implementing outstanding behaviour support across the organisation.
- You will be expected to work directly with service users with behaviours of concern, supporting and being the lead in implementing their support needs.

- You will be confident in modelling strategies to staff and in giving them constructive feedback.
- Uphold and adhere to the values of RfA at all time
- Ensure there is always compliance with RfA's safeguarding policies and procedures
- All staff are expected to promote equality in the workplace and in our services
- Undertake any other duties asked of you that are commensurate with your grade

Flexible working:

Occasional Saturday work may be needed as required and some availability during school holidays.

Person Specification

Skill	Essential	Desirable
At least 3 years experience working practically with autistic individuals in a behaviour advisory capacity	x	
Experience of developing and delivering autism training		x
Behaviour qualification		x
Experience of developing Behaviour Support Plans	x	
Significant professional experience of working in the autism sector across all levels of need	x	
Ability to work through an intersectional lens demonstrating a clear understanding of how other protected characteristics such as race, disability, sexual orientation may interact with autism	x	
You will have an understanding of and experience in working with families from diverse and/or deprived backgrounds including those where English isn't their first language.	x	
Experience of liaising with Commissioners and Local Authorities		x
Knowledge of the issues that affect autistic people and the support available in Lewisham and/or Southwark		x

Knowledge of alternative methods of communication such as Makaton/PECS/AAC	x	
Safeguarding level 3		x
Proficient in the use of digital tools i.e Office 365, Canva	x	
Standard skills expected of all staff		
Excellent communication skills (written and verbal) adaptable to different populations including: colleagues, external professionals, service users, families, volunteers, donors	X	
Strong organisational and prioritisation skills	X	
Good understanding of Safeguarding	X	
IT skills: proficient with Office 365	X	
Self-starter and able to work independently, using own initiative	X	
Non-judgemental, compassionate	X	

Confidentiality

You will have access to confidential information concerning families and other users and will maintain confidentiality at all times.

Benefits of the role

90% of our staff say that Resources for Autism is “a great place to work”. Not only will the work you do ensure we are making vital differences and inspiring others, but our other benefits also include:

- flexible working patterns with the option to work in a hybrid way (only available for some roles)
- 25 days of leave (pro rata for part time roles) each year plus 8 bank holidays and an additional 3 Celebration days that could be used between Christmas and new year, but may be used for other religious days or significant days such as your birthday (pro rata for part time)
- access to ongoing training and progress in the areas that interest you
- access to our wellbeing initiatives and an Employee Assistance Programme
- enrolment on to our pension scheme

- a supportive, warm and fun working environment made up of values driven people who are passionate about changing the world for autistic people

Application process:

In order that we adhere to Safer Recruitment processes, all applicants are required to complete an application form which must include your **full** employment history with clear details, any gaps in employment need to be outlined and explained. You are also required to provide details of your education history.

In your personal statement we would like to see how you feel you meet the person specification and the requirements/responsibilities of the role.

If for any reason, such as due to accessibility, you feel you would struggle to complete an application form you can contact us via the below email and we may explore other options with you.

To discuss the role informally or if you need to contact us you can contact the HR team via recruitment@resourcesforautism.org.uk

We particularly welcome applications from global majority candidates, LGBTQIA+ candidates and disabled candidates, because we would like to increase the representation of these groups at Resources for Autism. We want to do this because we know greater diversity will lead to even greater results for our community.

As you would expect, we are a neuro-affirming employer, with a strengths and rights based approach to neurodiversity which affirms neurodivergent identity – we don't want to "fix" or "cure" autism, and we don't see it as a "disability" however we do recognise it can be "disabling". We are working to improve the ways in which we recruit and support neurodiverse employees and those with lived experience of neurodiversity.

RfA is a Disability Confidant employer and candidates who meet the minimum essential criteria, that have a disability will be guaranteed an interview.

Deadline for applications: 13th February

Interviews: week beginning 23rd February