**HUB Lead**

* **Salary, NJC Scale 5 (2023), £27,000 - £28,500**
* **Full time (37.5 hours per week)**
* **Full & part time applicants considered**

**Headway Gloucestershire was established in 1987 and since then we have been working to make a positive difference to the lives of adults with an acquired brain injury. We provide specialist recovery support and respite through our centre based Day Service and outreach support through our Community Links Service.** We provide group and one to one sessions to support individuals.

Open every weekday, Headway House **is at the heart of Headway Gloucestershire.**  We provide a structured programme of activities for individuals to choose from. Our programme is designed to support participants to work toward their own recovery goals and gain insight into strategies that support individuals to manage the physical, cognitive, sensory, emotional and behavioural outcomes which can occur following an acquired brain injury. Peer group sessions enable us to harness the recovery benefits of peer contact and support.

We have been successful in receiving three years of funding to deliver services in up to five locations in Gloucestershire and are recruiting a Hub Lead to support the delivery of our Hubs – to meet and support the recovery needs of individuals with acquired brain injury in their community. The Hub Lead will be responsible for the organisation, planning, development and delivery of this new service. Responsibilities include: -

* To deliver professional, impartial, enabling and outcome focused support to Individuals with acquired brain injury. To provide support for clients with complex needs to support their recovery, wellbeing, independence and autonomy.
* Work closely with the Enablement Manager to ensure successful delivery of services.
* Line managing a Support Worker and providing cover at Headway House where required.
* Networking with community providers to enrich our offer to enable us to meet the needs of individuals with acquired brain injury in Gloucestershire.
* Scheduling room bookings and programme planning. Developing and delivering group sessions.
* Ensure that safeguarding training and understanding is kept current and that individuals are safeguarded.
* Provide Key-working to individuals: - to use an enabling approach to support individuals to plan and work toward their recovery goals ensuring that planned activities are delivered and support is tailored to meet the needs of each individual to maximise our contribution to their recovery.

Primarily carrying out the role in community Hubs, you will work to clearly established quality standards and annual milestones. You will be joining a motivated and dynamic team of staff and volunteers working to making a difference to individuals with acquired brain injury in Gloucestershire.

The successful candidate will demonstrate: -

* A commitment to continuous improvement
* A person centred and collaborative approach
* Will be self-motivated and be able to independently carry out and manage tasks.
* Experience of leadership and supporting and managing team members.
* Experience of responsibility for service operations.
* Knowledge about the causes and outcomes of acquired brain injury, the recovery and rehabilitation pathway and the issues that individuals can experience.
* A commitment to inclusivity, participation and involvement of individuals accessing the service.
* Actively ensures individuals are safeguarded.
* A flexible approach to working across multiple locations.

We welcome applications from candidates who have transferable skills and will provide full training. A driving license and own transport is required for this role.

Please see the job description for further information.

**Closing date for applications – 5pm Friday 1st August 2025.**

If you’re interested, please click the 'apply now' button!