



Position: Autism Wellbeing Hub Manager

Location: Lewisham Hub

Hours: Full time (37.5 hours), flexible with regular weekend and evening work

Salary: up to £35,000 per annum, depending on experience

Reports to: Service Manager

About Resources for Autism

Resources for Autism's vision is a world where autistic people can live fulfilling lives, with equal chances to those of their non-autistic peers. For over 27 years, we have provided practical support for autistic people and for those who love and care for them. From 1:1 support to group activities, therapy sessions, from parent and sibling groups to holiday play schemes, we aim to give those whom we support a better and happier life.

As an organisation, we pride ourselves on our openness, commitment to our community, and supporting each other. Many of us enjoy the benefits of flexible working, and our staff turnover is remarkably low – which some attribute to being part of a productive, supportive, non-political and warm working culture.

Our practice as an organisation is founded on the fundamental ethos of acceptance for an individual exactly as they are and from that place we work with their environment (be it parents, teachers, professional networks) to ensure the individual is appropriately understood and supported to be the best version of themselves they could ever be. We do not see an individual's behaviour as challenging per se, but we see their behaviour as challenging services. Our aim goes beyond developing resilient parents or resilient children but to creating resilient services that are aware and inclusive of neurodivergence.

Lewisham All Age Wellbeing Hub

We are so excited to have received 2-year proof of concept contract to run an All-Age Autism Wellbeing Hub in the London Borough of Lewisham. The vision of the hub, is to create a welcoming, safe, neuro-affirmative place where autistic people and those who love and care for them can access the support and social opportunities they need at the right time, enabling them to live their best life. It will also be a place where professionals can connect, collaborate and learn ensuring our services are more joined-up and effective.

The service will offer a range of support across the spectrum of need and across the lifespan for the Autism Community in Lewisham. Specifically, the service will include:

- Advice support and signposting to the autism community pre and post diagnosis
- Weekly drop ins
- Social groups for autistic young people, adults and those who love and care for them.
- Calendar of monthly workshops on specific issues addressing the needs of parent carers/ adults
- Behaviour surgeries for parents
- Case work up to 12 hours of direct support to autistic people at times of greater need.
- Support for parent/carers up to 12 hours at times of greater need.
- Autism Training to South London organisations
- An online directory of services available to the Autism Community in Lewisham,

The Autism Hub Manager is the lead role of this project who will be responsible for certain elements of its direct delivery as well as coordinating key professionals who will work in this project. You will have a team of coordinators and support staff who will work under your supervision in order to deliver the support necessary. You will work alongside a Behaviour Lead to coordinate the more complex support and training offer. You will recruit and work closely with a co-production panel, made up of autistic people, ensuring that the voice of autistic people is rooted in every element of the project from inception to implementation to evaluation.

We are looking for a values-driven candidate with previous experience of managing projects, advanced knowledge of autism and ability to flex their communication style to meet the needs of the people who use our service, their families, our staff and our volunteers.

You will have a great team of people around you and the opportunity to lead a new and innovative wellbeing project which will make a positive difference to the Autism Community of Lewisham.

The role:

The role will involve

More specifically:

- Overall responsibility for managing this service by ensuring all elements of it are carefully planned, delivered and well communicated across all stakeholders (staff, service users, commissioners, professionals)
- Deliver elements of the direct support through casework and leading at least one weekly group (evening or weekend)
- Advertise the service to families, autistic individuals and professionals in Lewisham ensuring that it reaches the right people.
- Undertake home visits to make assessments and match people to relevant group/ service
- Recruit and oversee a co-production panel made up by experts by experience who can shape the direction of the service.
- Line-manage coordinators who work in the groups and offer guidance and support as necessary.
- Work with the Behaviour Team and Family Support team to ensure the training and parent offer is robust and well communicated

- Work with Marketing specialist to design all materials needed to ensure people can sign up to the different workshops offered.
- Oversee the development and maintenance of an online directory that is regularly updated.
- Work with our monitoring and evaluation expert to design an impact framework to ensure that there are robust evaluation processes, and the impact of the project is reviewed on an ongoing basis and all outputs are captured and communicated to commissioners at regular intervals.
- Work with the wider Resources for Autism teams including colleagues in Behaviour, People Team, Finance and Fundraising, contributing meaningfully to the future direction of RfA.
- Undertake training and development necessary to develop in your role as an autism specialist.
- Conduct thorough risk assessments of all events and activities and maintain confidentiality at all times.

Person Specification:

Skill	Essential	Desirable
Previous experience (minimum three years) of working with autistic individuals and families	x	
Previous experience of managing staff/volunteers	x	
Previous experience of working within a coproduction lens		x
Experience of running groups with autistic young people/adults and/or parent/carers	x	
Values driven and with a passion to make a difference to the lives of those whose voices are often marginalised.	x	
Experience of how use of technology can be used to support more people is a bonus but not essential		x
Excellent communication skills (written and verbal) adaptable	x	

to different populations including colleagues, external professionals, service users, families, volunteers, donors		
Knowledge of local offer in Lewisham		x
Excellent understanding of autism and behaviour support	x	
Excellent organisational and prioritisation skills	x	
Neuroaffirmative approach to autism with demonstrable passion to work with autistic community.	x	
Good understanding of Safeguarding (Level 3 or DSL)	x	
IT skills	x	
Ability to conduct risk assessments	x	
Ability to work flexibly including at least one evening/weekend a week	x	
Self-starter and able to work independently using own initiative	x	
Nonjudgement, compassionate	x	
Lived Experience of Autism		x

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 making vital differences and inspiring others, but our other benefits also include:

- flexible working patterns with the option to work in a hybrid way.

- 25 days of leave (pro rata for part time roles) each year plus 8 bank holidays and the additional office closure between Christmas and New Year
- 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.

Resources for Autism is an equal opportunity employer where we are committed to diversity and inclusion in the workplace.

To start as soon as possible.