

## Workshop Supervisor

Part time £23,000 p.a. pro rata.

Sheffield City Centre

### Ed's Workshop

Ed's Workshop is an expanding venture enabling craftspeople with learning difficulties to develop their skills and pursue their interests in making and selling artisan products, including supporting some makers to run their own micro-business.

Many people with learning difficulties experience social isolation, and for our makers, belonging to a place of work with an affirming social environment is as important as the making and selling. Therefore we are thoughtful and proactive about creating an enjoyable and vibrant place to work, and we treat one another with respect and understanding.

Following our move into a new workshop in April, we are now looking for an innovative, enthusiastic and practical workshop supervisor to drive and enable the creative operations in Ed's Workshop, to support our clients to create and follow their workplans, and to uphold our community values.

Typically Ed's workshop supports four clients (if applicable with their personal assistants) in any one session.

### Essential skills and experience

- Formally trained or extensively experienced in a workshop environment, with an interest in and ability to self-start in a range of craft activities. For example, currently our clients are interested in woodwork, jewellery making, copper spinning, sewing, CNC routing and laser engraving, all at a basic level.
- Able to supervise others (clients and their personal assistants) in the safe use of hand and power tools. Ensuring compliance with the safety policies set by Ed's Workshop.
- Able to support our clients to realise their creative ideas and ambitions, by recommending projects and techniques, and innovating and inspiring.
- Excellent interpersonal skills. You must be able to communicate clearly with respect, patience and gentleness.

### Desirable skills and experience

- Experience with people with learning difficulties and autism.
- An appreciation of the barriers faced by people with learning difficulties.
- Experience of running a craft microbusiness.
- Basic grasp of CAD/CAM and CNC.

### Main responsibilities

- Supervising the workshop.
- Ensuring safety in the workshop.
- Enabling our clients to be successful.
- Upholding the values and culture of Ed's workshop, ensuring the welfare and enjoyment of our clients.

### Training

The successful candidate must have completed, or be willing to complete training (funded by Ed's Workshop), including:

- First Aid At Work.
- Fire Warden Training.
- Safeguarding of Vulnerable Adults.

## Hours worked

This contract is:

- Fixed term, ending 31 March 2024. Thereafter it may be extended by mutual agreement.
- Two days per week, potentially with an opportunity to increase to more days per week if mutually agreed.
- Salary £9,200 per annum (pro rata from £23,000 pa full time).
- 11.5 days paid annual leave including bank holidays (pro rata from 28 days full time).

Appointment to the post is subject to satisfactory references, an enhanced Disclosure and Barring Service (DBS) check for vulnerable adults and verification of the right to work in the UK.

More information about Ed's Workshop can be found at [www.edsworkshop.co.uk](http://www.edsworkshop.co.uk).

## To apply

For an informal chat about the post please email [kim.rowe@peterrowe.co.uk](mailto:kim.rowe@peterrowe.co.uk) or text Kim on 07905 855586 to arrange a time.

To apply please send a CV and covering letter to [kim.rowe@peterrowe.co.uk](mailto:kim.rowe@peterrowe.co.uk).

## Closing Date

The deadline for applications is Monday 10<sup>th</sup> July 2023.

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