



RENAISSANCE UK LTD

RECRUITMENT PACK



TABLE OF CONTENTS

WHO IS RENAISSANCE UK LTD	3
BENEFITS OF JOINING US	4
HOW TO APPLY	5
EQUALITY, DIVERSITY & INCLUSION	6
STAFF ENGAGEMENT & WELLBEING	7
OUR VALUES & BEHAVIOURS	8
APPENDICES	
CONTACT US	

WHO IS RENAISSANCE UK LTD

Thank you for your interest in applying for a job with us. Renaissance UK Ltd is a North West based charity, currently operating across Lancashire, Blackpool and Blackburn with Darwen. We specialise in community focused substance use and sexual health harm reduction services.

Founded in 1986, we started as a drugs helpline in Lancashire with funding from NCH Action for Children. Over the years we have expanded and restructured, responding to the needs of our beneficiaries.

Currently we work across three local authorities delivering harm reduction, assertive outreach, specialist support and moving forward opportunities such as volunteering and training. All strands of our work support a sexual health or substance use local need.

Our Vision

Renaissance UK Ltd is a dynamic and innovative service offering quality, community focused sexual health and substance use services. We specialise in supporting individuals to reduce harm, we offer specialist support, and we aim to move people forward in their lives by means of empowerment.



Our Mission

Renaissance UK Ltd; A world with empowered individuals, building stronger and healthier communities and reducing the risk of harm.

BENEFITS OF JOINING US

Be a part of an award-winning charity that has supported vulnerable people in the North West since 1986 and be involved in an organisation that puts service users at the centre of all we do. Join us to help make a difference to people's lives in your community.

Workplace pension scheme - we offer the opportunity for staff to save for their retirement by providing a workplace pension scheme.

Flexible working/work life balance - for service delivery roles, you will spend your time working in communities and at a range of venues. Our full time hours are 37.5 hours per week, but we are open to requests for flexible working hours or compressed hours.

Health benefits scheme - we are as committed to employee wellbeing as we are to service user wellbeing and will enroll you in Simply Health Benefit Scheme (once probation period has been passed).

Sick Pay - there is an entitlement to sick pay for 21 days (full time hours or pro rata equivalent).

Annual Leave Entitlement - 25 Days Holiday plus Bank Holidays, and 1 day leave for your Birthday each year. Entitlement rises to 29 Days Holiday per annum after working with Renaissance for 5 years.

Training and development programmes - We offer a comprehensive learning package and you will be encouraged to take Protected Learning time to complete your training. You will also have time during your regular supervision sessions with your line manager to reflect on your work and plan future tasks.



HOW TO APPLY

Your application is important, as the information you provide will be used in deciding whether or not you will be shortlisted for interview. When planning to submit an application, read through the recruitment pack, including the role description and person specification, as these will be used to decide whether to shortlist you for interview. The role description will describe what you can expect from the position and the person specification will give you the list of personal requirements for the post. **To be shortlisted for interview, you should provide information on how you meet the criteria in the role description and the person specification.**

You Can:

Apply by CV and covering letter, including supporting information on how you meet the requirements of the person specification (Max 2 sides A4) and return to enquiries@ren-uk.com (or submit via Indeed). If we would like you to apply for the position based on your CV, we will send you a full application form to complete prior to interview.

Or contact us on 01253 311431 and ask for a full application form.

Visit our website www.Ren-UK.com to complete an online application form.

If you do not hear from us within 4 weeks of the application closing date, please assume that you have not been shortlisted for interview on this occasion. Unfortunately we are unable to provide feedback to unsuccessful applicants at the shortlisting stage.

EQUALITY, DIVERSITY & INCLUSION

We want every member of Renaissance UK Ltd to feel that they belong, can be themselves and that their opinion counts.

We can only reach our goals with multi-skilled, multi-experienced teams. Different perspectives and ways of life make our Charity better.

What unites us all is a passion for the Charity to succeed, grow and reach its full potential, having a positive impact on our communities.

We are committed to the equal treatment of all members of Renaissance UK Ltd and do not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join Renaissance UK Ltd.



STAFF ENGAGEMENT & WELLBEING

As a Charity working to empower people and communities, we know the work we do is tough and challenging. Seeing positive change is a reward in itself, and we consider it a privilege to be part of the lives of those we support.

As well as a high level of personal satisfaction, and the benefits listed on page 4, we also offer:

Member Engagement

Renaissance UK Ltd carry out annual satisfaction surveys of staff and volunteers and create action plans where change is required. Team Days are held three times a year, where everyone gets the opportunity to come together to spend time as a team, undertake training, receive updates on the Charity and build relationships with their colleagues.

Wellbeing at Work

We care about the mental and physical health and wellbeing of our staff. Having open and honest conversations about health is important to us and this is built into your personal supervision. Our commitment to wellbeing includes enrolment into Simply Health scheme upon completion of your induction, this includes money off medical procedures, eye tests, dental appointments and includes counselling sessions.

Renaissance UK Ltd offers competitive Holiday and Sick Leave entitlements, with staff encouraged to take a part of their holiday leave over Christmas while the office closes, to enjoy an extended break.

OUR VALUES & BEHAVIOURS

The following were decided upon by staff at a Culture Team Day event:

I will respect my colleagues and service users privacy and will adhere to confidentiality at all times.

I will not make assumptions about others.

I will use self reflection practice as a learning tool.

I will remember that everyone is unique and an individual and therefore will respect each persons set of boundaries.

I will use appropriate and respectful language.

I will challenge inappropriate behavior in the correct and agreed way.

I will respect other peoples values, even if they are different to my own.

I will treat my colleagues with respect and kindness.

I will encourage my colleagues to work within the ethos of the charity.

I will trust that managers are making informed decisions that benefit both the workforce and the charity.

I will ensure that I know my audience when speaking to people, so as not to make others feel uncomfortable.

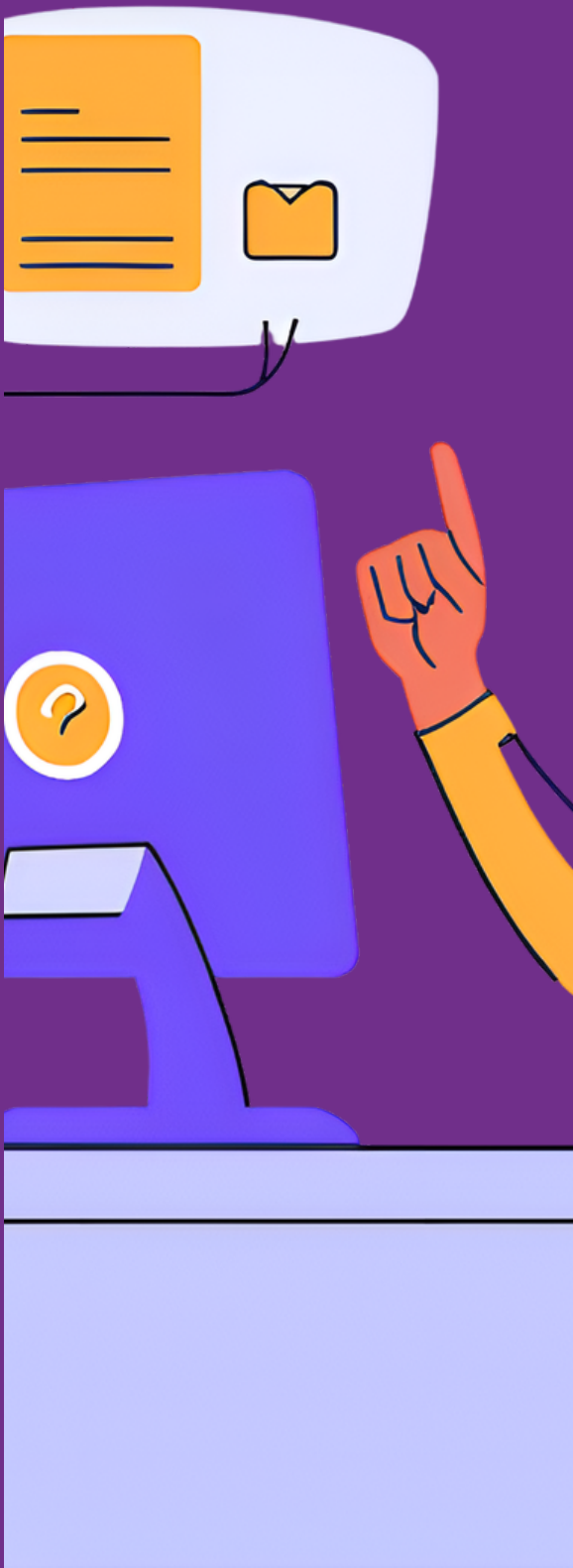
I will ensure that I behave professionally both within the office environment and when representing the charity externally.

I will drive integrity by being honest & transparent in every interaction.

I will encourage respect and tolerance for all, understanding that everyone has an important part to play in the successful running of the Charity.

I will encourage everyone to work collaboratively as a team, support one another and strive to reach the best results for each project and person that accesses our support.

CONTACT US



RENAISSANCE UK LTD

Phone/
01253 311431

Email/
enquiries@ren-uk.com

Website/
www.ren-uk.com

Address/
102 Dickson Road, Blackpool,
FY1 2BU