



Job Description

Job Title	FixIt Team Lead
Responsible to	Head of Services
Salary	£30,160.00 per annum
Hours	2080 annualised hours (average 40hrs per week)
Location	Penrith area - Skills4Eden/Community-based services

Aims and purpose of the role:

The FixIt4Eden Team Lead is responsible for leading, motivating and developing a team that delivers high-quality coaching, vocational training and practical work opportunities for people with learning disabilities, autism and neurodiversity.

The role combines frontline leadership, operational management, quality assurance and hands-on vocational coaching to enable individuals to learn new skills, increase independence and make a positive contribution within their local communities.

The postholder will support people to develop practical skills through meaningful work-based activities including gardening, grounds maintenance, repairs, decorating, environmental projects and site maintenance. They will act as a work site foreman, a leader and coach, working alongside the people who use 4Eden services to coach them in practical skills, demonstrate tasks, build confidence and promote independence completing work projects.

Key Responsibilities

- Lead, motivate and support FixIt4Eden team members to develop vocational, on the job skills while delivering gardening, grounds maintenance, and handy man services.
- Promote a positive, inclusive and supportive culture that reflects organisational values.
- Deliver effective instruction, supervision, coaching and mentoring to identify learning and development objectives with the people we support, while coaching them to ensure continuous improvement.
- Ensure adequate staffing levels through effective rota planning and deployment.

Vocational Skills Training and Work-Based Learning

The FixIt4Eden Team Lead will train, coach and support individuals to develop practical life, work and employability skills through meaningful vocational activities.

Activities may include:

- General repairs and handyman tasks
- Painting and decorating
- Gardening and horticultural activities
- Grounds maintenance and environmental improvement
- Weeding and planting
- Woodworking
- Litter picking and community clean-up project
- Site maintenance and upkeep, small contract agreements
- Tool care and equipment maintenance.
- Community improvement and conservation projects.
- Responsibilities include:
- Customer service and acting as a liaison with contractors

- Risk assessments of work sites and work to be completed
- Demonstrating tasks and safe working practices.
- Delivering practical, hands-on training tailored to individual learning needs.
- Supporting individuals to gain confidence, independence and transferable work skills.
- Encouraging teamwork, responsibility and achievement.
- Monitoring and recording individual progress and outcomes.

Person-Led Coaching and Support

- Ensure individuals receive support that promotes dignity, choice, respect and independence.
- Support people to identify and achieve vocational goals and aspirations.
- Promote community participation, inclusion and social opportunities.
- Encourage community connections.
- Use positive behaviour support approaches to promote wellbeing and on the job success.

Service Delivery and Quality Assurance

- Ensure support plans are developed, implemented and reviewed in partnership with individuals.
- Monitor the quality and effectiveness of services and activities.
- Support compliance with contractual, regulatory and organisational requirements.
- Contribute to service development and continuous improvement initiatives.
- Participate in audits, inspections and quality assurance processes.

Operational Management

- Manage jobs contracted to the Fixit4Eden team and daily activity schedules.
- Maintain accurate records and documentation.
- Coordinate projects, maintenance schedules and vocational programmes.
- Ensure tools, equipment and work vehicle is maintained and used safely.

Safeguarding, Risk Management and Health & Safety

- Promote a culture of positive risk-taking and safe working practices.
- Ensure risk assessments are completed, reviewed and followed.
- Ensure safeguarding procedures are understood and implemented by all staff.
- Respond appropriately to incidents, accidents, concerns and emergencies.
- Ensure safe use of tools, machinery and equipment.
- Maintain compliance with health and safety legislation and company policies.

Person Specification

Essential Experience

Experience supervising, leading or managing a team.

Experience working with people with learning disabilities, autism and/or neurodiversity.

Experience delivering practical vocational training or work-based learning programmes.

Experience in one or more of the following:

- Gardening and horticulture
- Grounds maintenance
- Handyman services
- Painting and decorating
- Environmental or conservation work

Essential Knowledge and Skills

Ability to coach, mentor and teach practical skills.
Knowledge of health and safety requirements relating to outdoor work environments.
Ability to safely use and teach the use of tools and maintenance equipment.
Understanding of safeguarding, risk management and positive behaviour support.
Excellent communication and organisational skills.
Ability to motivate and inspire individuals to achieve positive outcomes.
Strong problem-solving and practical maintenance skills.

Essential Qualifications

Full UK Driving Licence (work vehicle provided).

Desirable Qualifications and Experience

Qualification in Horticulture, Grounds Maintenance, Construction, Property Maintenance or a related subject.
Teaching, Coaching, Assessor or Training qualification.
Experience in pricing jobs
Experience supporting individuals with complex needs.
Experience of audits, inspections and quality assurance processes.
Strong understanding of person-centred support and co-production principles.

Key Competencies

Excellent demonstrable understanding of Health & Safety and risk assessment
Leadership and Team Development
Vocational Coaching and Skills Development
Person-Led Practice
Communication and Relationship Building
Safeguarding and Risk Management
Operational Planning and Organisation
Problem Solving and Decision Making
Quality Assurance and Compliance
Partnership Working
Continuous Improvement

Our Ideal Candidate

The ideal candidate is a practical, hands-on leader who enjoys working outdoors, has strong maintenance and gardening skills, and is passionate about helping people develop confidence, independence and work-related skills. They will be able to inspire colleagues and the people we support while maintaining high standards of safety, quality and person-centred practice.

To support your application, please refer to our social media pages and website for further understanding of the 4EDEN values.

Why join 4EDEN

❖ A meaningful role with real social impact
❖ Opportunity to change perceptions and promote understanding within the community
❖ Supportive, values-led workplace
❖ Enrolment into our workplace pension scheme into which 4EDEN contributes 3% of your salary if you meet qualifying criteria
❖ Enrolment into an employer paid healthcare scheme that allows you to claim money towards the cost of dental, optical and other medical expenses and additional benefits for your well-being with the option to add your partner and free children's cover
❖ Your birthday off every year – paid
❖ Training and development opportunities
❖ Employees are eligible for the Blue Light Card, giving you access to a wide range of discounts across retail, travel, leisure and more (subscription reimbursement)
❖ Guaranteed monthly salary BACS into your bank account 3-working days before the end of every month
❖ Introduce a friend scheme- £100 for you & £100 for your friend (subject to terms and conditions)
❖ Branded workwear
❖ Christmas voucher

We're actively hiring, so if you're keen to join a fantastic team and contribute towards enabling people to live their best lives, we would love to hear from you!

Submit your application today or contact us directly to learn more!

Email : office@4eden.co.uk
Telephone : 01768 892014
Website : www.4eden.co.uk