



## House Manager

Rainbow House and Guilford Street

Supporting Great Ormond Street Hospital

Hours: Part-time 30 hours per week

The Sick Children's Trust runs "Home from Home" accommodation for families with seriously ill children in hospital. We are looking for a part-time House Manager who is hardworking and has excellent people skills to manage two of our houses supporting families at Great Ormond Street Hospital. You will be responsible for managing the houses including: working with the hospital to admit and welcome families, managing light domestic duties to ensure the houses are maintained to a high standard, daily administration and compliance such as health and safety.

The House Manager will work to The Sick Children's Trust's mission to achieve consistent, high quality practical and emotional support for the families that we accommodate. The role requires an enthusiastic and caring individual who can demonstrate organisational, operational and motivational skills.

To apply please send your CV and a covering letter setting out why you are suitable for the role to Carole Buckton, Human Resources Manager. Email [carole@sickchildrenstrust.org](mailto:carole@sickchildrenstrust.org)

Closing Date: 23 February 2018

Shortlisted candidates will be contacted within 2 weeks of the closing date.