**CESSA**

 **HOUSING ASSOCIATION LTD**

**Sheltered Scheme Manager**

**CESSAC or CESSA Housing Association (CESSA HA)**

**Terms and Conditions**

**Salary**

Up to £26,712 depending on experience.

**Pension**

CESSAC/CESSA HA belongs to Pensions Trust/SHPS and currently offers the options of either a contributory CARE 1/80ths Defined Benefit or a Defined Contribution Scheme.

**Flexible/Home working**

While there is a Remote Desktop facility that enables staff to undertake paperwork outside the office, most elements of a Scheme Manager’s role must be undertaken at their workplace. Accordingly, there is limited flexibility in working hours & home working is only used for exceptional circumstances (e.g. the pandemic).

**Annual leave**

Initially 25 days per annum plus 8 statutory bank holidays, rising by one day per year to 30 days per annum, plus 8 statutory bank holidays.

**Child care vouchers & Tax-Free Childcare**

The Organisation is registered to a childcare voucher/ Tax Free scheme enabling employees to receive tax savings on child care costs, depending on their circumstances.

**Training opportunities**

The Organisation is committed to the personal and professional development of its staff through appraisals and personal development plans.

**Staff support**

Employment Assistance Programme and employee wellbeing services and advice.