***Hospital Discharge Support Service Manager***

***Salary:****£32,000pa*

***Hours:****Full time – 35 hours per week*

***Responsible to:****Head of Services*

***Employed by:****Age UK Hillingdon, Harrow and Brent*

***Based at:****Age UK Buckinghamshire office 145 Meadowcroft, Aylesbury, HP19 9HH*

*This is an exciting opportunity for a leader who is passionate about delivering services to make a difference in the lives of people especially older people.*

*Are you organised, able to make decisions using your own intuition? Are you a driver of change?*

*This is a full-time role working with Age UK Buckinghamshire to deliver the Hospital Discharge Support Service. The post holder will manage and deliver the day-to-day operation of the service supporting the staff and volunteers from the Age UK Buckinghamshire offices in Aylesbury. This service supports people aged 18 who are leaving hospital after a stay. Older people are highly represented in this client group. In a typical  year more than a thousand patients will be taken home by our teams and helped to settle in safely.*

*The post holder will work closely with the Community Team who support residents post discharge with tasks like liaising with any other services, offering practical support to settle in at home.*

*If you would like an opportunity to make a difference, we are keen to hear from you!*

***How to apply***

*For more detailed information on how to make the most of your application, please see the* ***Application Guidance Notes*** *on our website* [*Working for Us (ageuk.org.uk)*](https://www.ageuk.org.uk/hillingdonharrowandbrent/get-involved/working-for-us/)

*Candidates are advised to structure their essential information in the application form in line with the points in the person specification, and to provide clear examples of their experience that demonstrate their skills and knowledge. Please note we do accept CV’s but it will need to be accompanied by Age UK HHB Application Form.*

*Candidates are warmly invited to arrange an informal discussion with the recruiting manager, before submitting their application, which can be arranged by contacting* [*HR@ageukhhb.org.uk*](mailto:HR@ageukhhb.org.uk)