

# Children with Cancer UK

Candidate Pack – July 2022



## About Us

Established in 1987, by our founder Eddie O’Gorman, following his youngest son Paul O’Gorman passing away from Acute Lymphoid Leukaemia, ALL, Children with Cancer UK has gone on to become a leading force in paediatric oncology.

In the last 34 years we have raised a staggering £290m in the fight against childhood cancer. Over the years, working with the scientific community, we have made significant breakthroughs in the treatment of ALL, and have contributed to raising survival rates from 63% to 84%. Alongside this we have also invested in patient family accommodation and grants to families, in addition to supporting family days out and welfare programmes throughout the UK, helping children and their families to maintain as normal a life as possible during their treatment.

We are moving into a new phase of growth and are investing in our teams to expand our reach, grow our awareness and deliver greater income to ensure we can continue our fight against childhood cancer. Our leading pillar of work continues to be research into the cause, treatment and cure of this cruel disease, and we will not stop until every child survives.

Our vision is of a world where no child dies of cancer.

Since we were inaugurated in 1988, we have been dedicated to fighting the injustice of cancer in children. We raise and invest money for vital specialist research to save the life of every child with cancer.

By funding visionary researchers and accelerating breakthroughs we have helped to drive childhood cancer survival rates up from 63.7% in 1990 to a predicted 84%\* in 2017.

We also support families whose lives have been turned upside down by:

- helping to fund the building of free patient and family homes near hospitals around the UK;
- supporting charities offering financial assistance to families during treatment;
- giving children and families unforgettable days out – creating memories that can never be lost.

\* Survival rates are based on 5 year survival. The 84% figure for 2017 is an estimated figure by the Office of National Statistics, exact figures will be known in 2023.

Children with Cancer UK (the Charity) is the leading national children’s charity dedicated to the fight against childhood cancer. Our aims are to determine the causes, find cures, improve treatments and provide care for children with cancer.

## **Brand Awareness**

Our brand is focused on the moment when children and young people with cancer are able to ring the end of treatment bell. Through the visionary research we fund we hope for a world where every child is able to survive cancer and return to life with their families. In the coming years we are looking to raise our brand awareness significantly across the UK and gain more support for the charity.

## **Further information**

Useful Links:

Our Story

<https://www.childrenwithcancer.org.uk/about-us/who-we-are/our-story/>

Our Mission

<https://www.childrenwithcancer.org.uk/about-us/what-we-do/>

Our Impact and Success

<https://www.childrenwithcancer.org.uk/about-us/who-we-are/our-impact-and-success/>

Trustees Annual Report 2020

<https://www.childrenwithcancer.org.uk/wp-content/uploads/2021/11/Children-with-Cancer-UK-Trustees-Annual-Review-2020.pdf>

Impact Report 2019

<https://www.childrenwithcancer.org.uk/wp-content/uploads/2020/11/2019-Impact-Report.pdf>

What we do: Children with Cancer UK

<https://youtu.be/bObFR9gRZ68>

## **JOB PROFILE**

<b>JOB TITLE:</b>	Caretaker
<b>SALARY:</b>	£32,000 - £34,000
<b>CONTRACT:</b>	Permanent, Full time
<b>LOCATION:</b>	Pickering, North Yorkshire
<b>REPORTING TO:</b>	Retreat Manager
<b>DIRECT REPORTS:</b>	None

### **Role overview**

To assist the Retreat Manager to manage the Wellness Retreat onsite at Raines Farm in North Yorkshire. To maintain a sanctuary for families who have experienced or are experiencing childhood cancer. To be responsible for informing the Retreat Manager of anything that needs to be brought to the attention of senior management at the Wellness Retreat.

### **Note**

This role is a full time role based onsite. This role also requires that they are on call and contactable outside of normal working hours (including evenings and weekends) in an emergency. Sufficient plans should be in place to ensure this cover is in place at all times.

### **Key responsibilities**

1. Refurbishment of farmhouse and cottages
2. Development and building of Wellness centre
3. Ongoing Maintenance of all grounds
4. Service delivery of Wellness and Support program
5. Fundraising & Relationship building
6. Management of small farm

### **Duties and tasks to fulfil the key responsibilities**

#### **1. Property Refurbishment**

- a. Assist the Retreat Manager in managing all elements of the property refurbishment

#### **2. Wellness centre**

- a. Assist the Retreat Manager in managing all elements of the project

#### **3. Ongoing Maintenance**

- a. Establish a scope of works for the maintenance of the retreat and update regulatory
- b. Be responsible for developing and implementing policies, plans and procedures for all aspects of the external areas to include but not exclusive to:
  - c. Livestock husbandry
  - d. Machinery management (daily checks/servicing schedules etc.)
  - e. Grounds maintenance
  - f. Building upkeep
  - g. Sewerage
  - h. Regular checks & assessment of all buildings. Document and report any issues to the Retreat Manager.
  - i. Responsible for sewerage treatment plant operation, emptying & servicing.

#### **4. Service delivery**

- a. Assist the Retreat Manager with all bookings when necessary
- b. Meet and greet guests
- c. Assist the Retreat Manager of all cleaning duties when required.
- d. Maintained all properties and grounds at the direction of the Retreat Manager
- e. Assist the Retreat Manager with all service delivery when required

#### **5. Fundraising & Relationship building**

- a. Assist the Retreat Manager with all fundraising when required
- b. Build networks with any organisations (ideally those that have connections with cancer) for the benefit of the retreat.
- c. Engage with the local community to attract volunteers to help in the garden/assist with general maintenance/livestock.
- d. Develop good links to local companies specialising in maintenance etc.

#### **6. Farm**

- a. To be responsible for the daily health and care of the animals on the property
- b. To assist the Retreat Manager for the mechanical equipment required for the care of the paddocks & livestock.
- c. Plan and build the paddock areas ready to take delivery of the livestock.
- d. Livestock management including purchasing of food

#### **7. Other**

- a. To bring any issues to the attention of the Retreat Manager and charity's staff and all stakeholders if necessary.
- b. To be responsible for the Security and safety of all areas of the property.
- c. Manage all retreat vehicles and schedule servicing.

## **Person Specification**

### **Experience**

#### **Essential**

- Property maintenance experience
- Management and care of farm animals
- Understand the operation of mechanical equipment

#### **Desirable**

- Knowledge of Childhood Cancer
- Experience of managing a construction project
- Experience of working in the not for profit sector
- Outdoor pursuits knowledge
- Experience of working in Hospitality
- Managing a booking system

### **Skills and knowledge**

#### **Essential**

- Professional, confident and friendly manner to work with a wide range of people and suppliers
- Being sensitive to peoples situations
- To be confident with beneficiaries who have been affected by childhood cancer
- Ability to manage a varied workload without supervision.
- Hold a full UK driving Licence with towing ability.

#### **Desirable**

- 360-digger licence
- Knowledge of tractor operations
- First Aid certificate
- Fundraising
- Intermediary knowledge of Microsoft Office
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### **Personal qualities**

#### **Essential**

- Able to work collaboratively as part of a team and contribute to a positive working environment and culture

#### **Desirable**

- Empathise with the guests

The appointee will also be expected to be fully IT literate.

## **Other information**

This role is a full time role based onsite. This role also requires that they are on call and contactable outside of normal working hours (including evenings and weekends) in an emergency. Sufficient plans should be in place to ensure this cover is in place at all times.

***At Children with Cancer UK we value diversity, and we are committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential. The statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.***

## **How to apply**

To express an interest in this role and to be considered for it, please submit the following via email to [vacancies@childrenwithcancer.org.uk](mailto:vacancies@childrenwithcancer.org.uk).

- A detailed and up-to-date CV
- A supporting statement that addresses the essential skills and competences and outlines your motivation for applying (no longer than three pages of A4)
- Two referees that you are happy for us to contact at the shortlisting stage
- Details of your availability on the dates provided in the indicative timetable

The closing date for applications is Friday 12th August 2022.

If you have any queries in relation to the application process, please do not hesitate to call us on 020 7404 0808.

If you have any queries about any aspect of the appointment process, need additional information or wish to have an informal and confidential discussion, then contact us on 020 7404 0808 and we will be pleased to take your call.

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**Every day more than 12 children and young people are diagnosed with cancer in the UK.**

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**8 out of 10 young childhood cancer patients can be successfully treated thanks to vital, specialist research we helped fund.**

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**We need to develop safer, kinder and more effective cancer therapies for children, with fewer toxic side effects. We strive to ensure that we are doing everything we can to improve the lives of children with cancer.**

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**We fund Research**



**We fund Welfare**



**We raise Awareness**

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