

Tameside, Oldham and Glossop Mind are looking for an HR manager to lead our Operational Support team - could this be you? This rewarding role, with continuous opportunity for professional development, will require a strong team leader with exceptional communication skills. Make a difference within this vibrant local mental health charity.

We are a flexible and fast-moving charity delivering mental health services across part of Greater Manchester. Our aim is to continue to provide the best quality local mental health services in prevention, early intervention and primary care; alongside empowering individuals and our communities to live well. We offer various services across the community and to individuals aiming to improve wellbeing and raise awareness around the importance of mental health support. The HR Manager will play a vital part in ensuring that staff and volunteers have the support and a safe working environment needed to provide these services.

We are looking for an HR professional with experience of managing change and implementing policies and procedures. Experience of delivering HR services in the public or third sector is desirable. A commitment to recruiting and maintaining a workforce which shares the values of the organisation is essential

You will be able to demonstrate a positive and proactive attitude, strong organisational skills and the ability to work with a range of teams across the charity and externally. Above all, you will take a systematic approach towards your work as well as being flexible and innovative as Tameside, Oldham and Glossop Mind develops.

Managing priorities is key, and high-level communication skills (both written and verbal) are absolutely essential as you will work with both the leadership team and managers across the organisation to implement and embed improvements to HR and health and safety. A partnership approach to working with service-delivery and other support departments will ensure we achieve good outcomes across the organisation

Why choose Tameside, Oldham and Glossop Mind?

1. We offer flexibility around your working hours, enabling you to balance work and personal commitments.
2. We offer a dynamic, stimulating environment that embraces change and is open to new ways of working.
3. We provide a real opportunity to influence meaningful change within our society and for you to contribute your expertise to this process.
4. We maintain a strong commitment to ethical standards of working within a socially inclusive environment.
5. We offer ongoing training and development to all staff and volunteers.
6. Other benefits include 25 days annual leave plus public holidays, a 5% pension contribution and a discount in our café.

Ready to apply? We'd love to hear from you.

Download an application form, job description and person specification from our website and upload this online at by midnight on 21 January 2018.

As we have limited staff resources we only provide candidates with feedback following interviews.