

Hostel Staffing Structure

DAY	Support Centre OPENING HOURS	CONCIERGE
MONDAY	9.00am – 8.00pm	8:00pm – 8:00am
TUESDAY	9:00am – 8:00pm	8:0pm – 8:00am
WEDNESDAY	9:00am– 12:00pm 2:00pm- 8:00pm (Closed 1.00 to 2.00pm for staff training. Staff available for emergencies)	8:0pm – 8:00 am
THURSDAY	9:00am – 8:00pm	8:00pm –8:00am
FRIDAY	9:00am – 8:00pm	8:00pm – 10:00am
SATURDAY	10:00am – 4:00pm	4:00pm – 10:00am
SUNDAY	10:00am – 4:00pm	4:00pm – 8:00am

Support Staff Shift Rota

Full Time Staff (2x Support) SP funded Mon –Fri

Shift Patterns

8.00am –4.00pm

12.00pm – 8.00pm

Part time Staff (x1) Funded by rents Mon-Fri

Shift patterns

9.00am- 12.45pm

4.15pm- 8.00pm

10.00am- 1.45pm

To be mixed across three staff ensuring two staff on late shift at any one time.

Manager 0.4 SP Funded, remainder through rents.

Flexible Hours according to needs of service. Expected to work until 8.00pm on regular basis

Part time outreach (Existing Prevention officer) part SP funded

Mon-Fri

6.9 hours per week according to needs of the service

Part time x 2 (weekend) SP funded

Sat-Sun

Fixed Hours

10:00am – 4.00pm

(= 117.90 hours support)