**What we are Offering:**

* Competitive Salary
* 37.5 hours per week, Monday to Friday.
* Site based role.
* Full comprehensive training is provided.

20+ Sodexo benefits such as Sodexo retirement plan, private healthcare, discounts to over 1,900 brands to shop online, Gym discount to maintain a healthy lifestyle, a confidential 24/7 employee assistance programme providing independent support to overcome whenever life has its obstacles including emotional support, legal and financial advice. For further details regarding our Sodexo benefits please see attached.

**What the role looks like:**

Are you ready to make a meaningful impact by helping individuals rebuild their lives and reduce reoffending? As a Prison Offender Manager at HMP Forest Bank, you’ll take the lead in managing and assessing low to medium-risk offenders, working collaboratively with them to develop and implement tailored sentence plans. By building positive and professional relationships, you will play a crucial role in guiding offenders toward rehabilitation and reintegration into society.

You will be instrumental in identifying and mitigating risks while ensuring the safety of victims, the public, and offenders. From liaising with partner organisations to participating in parole hearings, you’ll represent the prison professionally in a variety of contexts. This role also involves supporting probation officers with high-risk cases and engaging with offenders on all aspects of their rehabilitation, including education, vocational training, and behavioural change programmes.

To excel in this role, you will be expected to manage detailed records, reports, and assessments using systems like OASys and PNOMIS. You’ll work collaboratively with colleagues, community offender managers, and external agencies to ensure the effective delivery of sentence plans, including for individuals on Release on Temporary Licence (ROTL) or subject to Multi-Agency Public Protection Arrangements (MAPPA).

*Please see the attached job description for a more detailed list of the main responsibilities.*

**What we are looking for**:

**Essential:**

* A-level or higher qualification in Sociology, Criminology, Psychology, or any other related subject.
* Strong analytical skills, with the ability to interpret complex information to make informed decisions.
* Excellent verbal and written communication skills for liaising with offenders, professionals, and formal hearings.
* Empathy and sensitivity when working with individuals from diverse backgrounds.
* Understanding of factors contributing to offending behaviours, such as substance misuse or housing issues.
* Knowledge of risk assessment and management in an offender context.
* Proven ability to plan and coordinate tasks effectively.

**Desirable:**

* Experience working with people facing social or personal difficulties.
* Knowledge of Evidence-Based Practices and risk/needs assessment tools.
* Experience representing organisations at formal hearings, such as parole boards.
* Experience supervising or organising individuals or groups, either professionally or in a voluntary capacity.
* Familiarity with relevant legislation and National Standards.

If you are motivated to support positive change and work in a dynamic, challenging environment, we’d love to hear from you.

**Why Join Us?:**

At Sodexo, our purpose is to create a better every day for everyone to build a better life for all. As the global leader in services that improve the Quality of Life, we operate in 55 countries, serving over 100 million consumers each day through our unique combination of On-Site Food and FM Services, Benefits & Rewards Services and Personal & Home Services.

We're all about building a workplace for the future, we believe in equal opportunities, and we celebrate diversity. We’re an inclusive workplace, where everyone is welcome, everyone can be natural, and be the best versions of themselves. We recognise that we’re on a journey with regards to diversity and inclusion and would therefore welcome applications for candidates from underrepresented backgrounds.

We’re a Disability Confident Leader employer. We’re committed to changing attitudes towards disability, and making sure disabled people have the chance to fulfil their aspirations. We run a Disability Confident interview scheme for candidates with disabilities who meet the minimum selection criteria for the job.

To be considered for an interview you must:

* Have a disability [defined by the Equality Act 2010](https://www.gov.uk/definition-of-disability-under-equality-act-2010).
* Provide evidence in your application that you meet the minimum criteria in the job description.
* Meet all of the qualifications, skills or experience defined as essential.