



the
transforming
autism
project

ROLE PROFILE	
Role Title	Recruitment Business Partner
Location	Remote
Commitment	Approx. 5 hours per week
Report To	Recruitment Lead
THE ROLE	
<p>The Transforming Autism Project is at a pivotal stage in its evolution and growth – 2024 will be an exciting year for the charity and we are seeking a Recruiter to find outstanding talent aligned to helping us achieve our mission of transforming the lives of autistic children and their families.</p> <p>Our recruiters are responsible for the full recruitment lifecycle:</p> <ul style="list-style-type: none"> • Creating compelling volunteering job adverts. • Monitoring and updating job adverts and postings online via Job Board and the Transforming Autism website • Ensuring an excellent candidate experience with timely communication and feedback. • Screening candidates and arranging second and third stage telephone or video interviews • Updating the internal recruitment portal and the volunteer onboarding portal • Providing innovative solutions for our recruiting needs • Deputising for the Recruitment Lead 	
PERSON SPECIFICATIONS	
<p>The ideal candidate will be a passionate recruiter who is interested in finding the right volunteers for our charity. They may also have experience as a manager or supervisor, particularly in recruiting, and be a team player. Key skills could include: screening, interviewing and general skills in: administration, communication, multi-tasking and organization.</p> <p>You will be a natural at making things happen and feel excited and energised at the prospect of driving them forward, and constantly looking for new ways to promote the charity and expand its reach. You will possess the confidence, positivity and determination to achieve your goals.</p> <p><i>The successful candidate will be strongly aligned with the values and the approach of the charity, and passionate about the changes we are trying to make in the lives of autistic children. They will ideally also take part in some of our team activities with our community of volunteers on a voluntary basis.</i></p>	
OUR ORGANIZATION	
<p>We provide crucial support for young autistic children and their families at an age when we can make a profound life-long difference. Our pioneering First Steps programme (created in association with Norland College and based on a therapeutic framework they created for us) focuses on giving families the tools they need to understand and interact with their autistic children in ways that make them feel</p>	

understood, affirmed and nurtured, strengthening relationships and facilitating the child's optimal development so that they are able to fulfil their true potential.

Our new online parent groups, facilitated by our exceptional Lead Therapist, aims to take the principle learning from this and make it available to many more families so that more lives can be transformed.

Unlike many other autism organisations, we do not focus on the perceived limitations or impairments associated with autism, but instead propose our own unique and empowering conception of it, highlighting the profound sensitivity inherent in the autistic condition as well as other positive aspects which, if nurtured appropriately, can lead to very positive outcomes. This was first presented in our [TED talk](#), which has now been seen by well over 300,000 people.

We are currently fundraising to enable more families to partake in First Steps, and over time, we aspire to open our own state of the art therapeutic centre in the UK. We also challenge conventional perceptions of autism and offer our own radical and empowering perspective.

This can be seen in our [TED talk](#), which has now been viewed by well over 200,000 people and received great acclaim from the autistic community.

We are a strongly values-driven organisation, and are committed to manifesting our values in how we relate to each other, in what we are trying to achieve and in how we do it. Please visit <https://transformingautism.org/values/> to find out about these values before your interview, and to watch a video about them recorded by our founder.

The Transforming Autism Project value diversity and we're committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential.

For more information or to apply, please e-mail a copy of your CV to jobs@transformingautism.org. We aim to respond to your email within 5-10 days.

To find out more about the Transforming Autism Project, please visit: www.transformingautism.org

