

Further Details – Senior Library Assistant HMP Holme House

HMP Holme House is a large category B local prison for male adult prisoners who are either remanded in custody or convicted and can also accommodate a small number of young offenders, provided that they are unsentenced. It is a diverse population with a maximum of 1,230 offenders.

The Library is a light and colourful space, situated centrally with easy access for the residential blocks and in close proximity to classrooms, the Faith Centre and gym. Prisoners visit the library on a weekly rota.

You will be expected to work quickly, efficiently and effectively to accommodate the information, educational and recreational requirements of prisoners using the library. Working alongside other external/internal partners in delivering a varied service, with the emphasis being on giving the men the skills they will need to find employment and reducing the risk of re-offending.

As a part-time staff member you will be expected to work with the librarian and a small team making the library relevant to the prisoners and prisons needs. Working in this environment is often fun, can be frustrating and is rarely boring. You will be expected to supervise the library in the librarian's absence and part of the role will be inducting prisoners into the library service.

You will need to be able to accept challenges and responsibilities, following procedures as set out by the Prison service, Library service and Librarian having the confidence to suggest and implement new ideas for library promotion and encouraging reading alongside the library team. You will need to be self-motivated and have a genuine desire to work with people of all ages, from all backgrounds and an ability to communicate with people from all walks of life.