



autism unlimited
careers

Preparing for your interview



Introduction

Congratulations, you've been invited to an interview with us and we are so excited to meet you!

At Autism Unlimited, we are committed to acceptance and inclusion. With this in mind, we are dedicated to ensuring our variety of inclusive tools to find the right person to join us. We hope by sharing the interview process with you upfront, you'll feel as prepared (and relaxed) as possible for your interview.

In this guide you will find information about the charity, our values and what to expect when you attend your interview.





About us

Fifty years ago, Autism Unlimited was founded by some very dedicated parents in a garden shed. Their drive and determination to build a better future for those living with autism is still the focal point of our charity today; we exist to open minds to the fact that every autistic person has unique skills and abilities and can achieve great things and lead a purposeful life.

However, the world has changed and so have we. As we continue to evolve we are determined to work with our students, the people we support and families to create unlimited possibilities.

As a charity, we provide five areas of support. Click on the boxes to find out more about each area:

Adult Services



Futures



Community Connector



Training



Portfield School





Our Values

We have five core values which are central to every action we take and everything we do to achieve our vision of creating a world of unlimited possibilities for people living with autism.

Care



We safeguard those who are vulnerable, feel isolated or need our support.

Curiosity



We learn every day, we are open to challenge, find new solutions and reflect and learn from our experiences.

Courage



We stand up for what is right and disrupt traditional views or practices in a positive way.

Resilience



We support each other to find a way and by never giving up we build strength to deal with life's challenges.

Partnership



We work collaboratively, listen and respect the views of others. We recognise the power of enabling those living with autism to reach their goals.



Where will my interview be?

Your interview invite will tell you if your interview is in-person or online, via Microsoft Teams.

In person



We have created maps for each of our interview locations to help you familiarise yourself with the building and interview room. To view them, click [here](#).

We appreciate it can be daunting visiting a new place for the first time, if you'd like to visit the property before your interview day to familiarise yourself, please contact the Talent Team and we will be happy to organise this for you.

Online



If your interview is online, your interview confirmation will include a link to the Microsoft Teams meeting.

Please check you are able to access the link before the meeting starts with full audio and visual elements working correctly.

If you'd like a test run of using Teams before the interview, just let us know and someone from our friendly Talent Team will be happy to help.



What will happen during my interview?



Our colleagues will start the interview by explaining what their role is and information about the service you've applied to work in



Our colleagues will then ask you questions about your skills, qualities and experience. We want you to be as prepared as possible for your interview, so we will share the interview questions with you in advance. They will be emailed to you along with your interview confirmation.



We follow safer recruitment practices so they will make a note of the answers you provide



At the end of the interview, you will have an opportunity to ask questions and we will explain the terms and conditions of the role. The interview is your chance to find out if the role is right for you. We suggest making a list of the things you want to know before the interview and make sure all your questions are answered before the end of the interview.



If you have any questions, or think there is anything further we can do to support you through the recruitment process, please let us know.

Charley and Carly in our Talent Team are here to support you.



recruitment@autism-unlimited.org



01202 084 834 (Monday - Friday, 08:30 - 17:30)

