



**Centre for ADHD
& Autism Support**

Candidate Pack

Support • **Educate** • **Empower**



@adhdandautism



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Welcome from Our Chief Executive Officer

Dear Prospective Candidate,

Thank you for your interest in joining the Centre for ADHD & Autism Support (CAAS). We're delighted you're taking the time to learn more about who we are, what we stand for, and the people at the heart of our work.

Our charity exists for one clear reason: to support, educate and empower ADHD and autistic individuals, their families, and the wider community. Everything we do is rooted in listening - really listening - to ADHD and autistic people, and responding with compassion, understanding, and practical, impactful support.

We bring a depth of knowledge that comes not only from more than 25 years of professional experience, but also from lived experience. Many of our trustees, leaders, and staff are parents, partners, family members of ADHD or autistic individuals, or are neurodivergent themselves. This shapes our work every day. It keeps us grounded, authentic, and focused on what truly matters.

Our organisation began in 1996 when a small group of parents came together, supported by a local CAMHS consultant, to respond to unmet need. Since then, we have grown and evolved alongside our community, expanding our services, broadening our expertise, and ultimately becoming a centre that recognises the significant overlap and shared experiences between ADHD and autism. While much has changed over the years, our purpose has always remained the same: to break down barriers, challenge perceptions, and create inclusive communities where people can thrive.

Integrity, valuing difference, collaboration, trust and respect, and passion drive everything we do. We are proudly neuro-affirmative, strengths-based, and impact-led. We work with ADHD and autistic people to amplify their voices, never to speak for them. We believe our diversity makes us stronger, and that the best outcomes come from working together.

Just as importantly, we believe our staff are our greatest asset. We are committed to creating a supportive, values-led workplace where wellbeing is prioritised, people feel heard and respected, and everyone is equipped to do their best work. Purpose drives us, and kindness underpins how we behave with one another.

If you choose to join us, you won't just be taking on a role, you'll be becoming part of a community that cares deeply, learns constantly, and strives every day to make a positive difference.

Thank you again for your interest. We look forward to learning more about you.

Steve Parkinson
Chief Executive Officer



Our Vision

Our mission is to support, educate and empower individuals diagnosed with ADHD or who are autistic, their families and the community. Through raising awareness we change perceptions and break down barriers.

Support

CAAS aims to provide support and understanding in a safe and non-judgemental environment. Those who use our services feel a sense of belonging when they access the centre. We provide a comprehensive service that supports people wherever they are on their diagnosis journey.

Educate

Understanding, increased awareness, and acceptance come through education. CAAS provides training and other educational sessions using skilled staff, tried and tested resources, and informed by lived experience, ensuring a variety of meaningful learning opportunities that drive positive change.

Empower

Through our work, CAAS empowers those who use our services to be more confident and independent, enabling them to advocate for what they need, and feel more positive about the future.

Our History

ADHD Support Harrow was founded in 1996 by a small group of parents at the suggestion of a local CAMHS consultant. In 2000 the group became a registered charity and in 2002 moved to premises and began delivering services to meet increasing demand from parents of children with ADHD. We widened our objectives in 2010 and took over the support work of the former Harrow branch of the National Autistic Society to become ADHD & Autism Support Harrow, now Centre for ADHD & Autism Support. The aim of the merged charity is to allow ADHD/Autistic individuals and their parents/carers to benefit from the significant overlaps in need between the two conditions by bringing a range of knowledge and experience under one umbrella.

Benefits of working at CAAS

Staff kitchen facility

Paid lunch breaks

Annual Staff
Wellbeing days

Your birthday off
(additional leave day)

Contributory Pension
Scheme

Employee Assistance
Programme

Learning and
development days

A kind, friendly, and
welcoming workplace

Perkbox Benefits and Discounts
Scheme on everyday brands

Agile working





Our Values

Integrity: We are honest, professional, and consistent. We deliver to the best of our abilities, listening and learning to continually improve what we do.

Valuing Difference: We believe that diversity makes us stronger. We are neuro-affirmative in all our work.

Passion: We are driven to achieve positive impact for ADHD and autistic people, and to create inclusive communities where people can thrive.

Collaboration: We work with ADHD/autistic people to amplify their voices. We never aim to speak for them. We work with each other, our funders, our partners, and our community, to achieve our mission.

Trust and Respect: We always treat others with the utmost respect. Our services are impact and client-led. We can be relied upon.

Safeguarding

Having a culture of respect, care and compassion is at the core of all we do, and that involves having extremely robust policies in place to ensure our clients, their families and our staff and volunteers are effectively safeguarded. We have strict guidelines in place about the clients we are able to support, and strong procedures to follow should any risk arise. We also have clear expectations of our clients when they are attending services that we offer.

CAAS recognises that:

- the welfare of the service users is paramount in the work that we do and in all the decisions we take
- all users, regardless of age, disability, gender/reassignment, race, religion or belief, sex, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- some service users are identified as additionally vulnerable due to previous experiences, level of dependency, communication needs or other issues, and extra safeguards may be needed to keep those service users safe
- working in partnership with service users, their parents, carers and other agencies is essential in promoting their welfare.

You can read our full safeguarding policy on our website:

<https://adhdandautism.org/about-us/policies-and-information/>

Equity, Diversity, and Inclusion

CAAS has a deeply held and genuine commitment to EDI, and has included EDI considerations specifically within our strategic aims. This commitment includes, but is not limited to:

- Developing an **inclusive internal culture**, which has a diverse, equitable and inclusive workplace and community at its heart, that encourages individuals to develop and achieve their full potential and that ensures that everyone feels trusted and valued.
- Ensuring **accessible recruitment** approaches and promotion opportunities
- Treating all individuals with whom we have contact **fairly and responsibly**
- Complying with the law, to ensure we do not unlawfully discriminate, both generally, and specifically in respect of the **Equality Act 2010** protected characteristics
- Having a workplace that is **free from harassment, victimisation and bullying**.
- Promoting equality, diversity and inclusion through our policies, strategies, procedures and action plans, for everyone in our employment, be they temporary, permanent, part time or full time

Our Strategy

CAAS will be a strong, thriving, mission-driven organisation if it is:

- **Committed to Quality:** CAAS offers a broad range of accessible and inclusive services, for clients of all ages and stages of diagnosis.
- **Client-Led:** CAAS has an excellent reputation for quality services and resources, and we are trusted by clients, partners and other service providers.
- **Creating Change:** CAAS raises awareness and understanding of ADHD and autism and shares best practice to drive positive changes for our community.
- **Comprehensive and Inclusive:** CAAS delivers the impact-driven services that our clients need.

You can read our full EDI policy and strategy on our website:

<https://adhdandautism.org/about-us/policies-and-information/>

What Our Staff Say

"I have worked at CAAS for two years, and it is the first place where I have felt genuinely valued and encouraged from day one. We are consistently supported to put our clients first, and the work I do feels meaningful and impactful. At the same time, I feel well supported in maintaining a healthy balance with my life outside of CAAS."

Helen, Youth Team

"I think CAAS is a fantastic charity and a fantastic place to work."

Toby, Youth Team

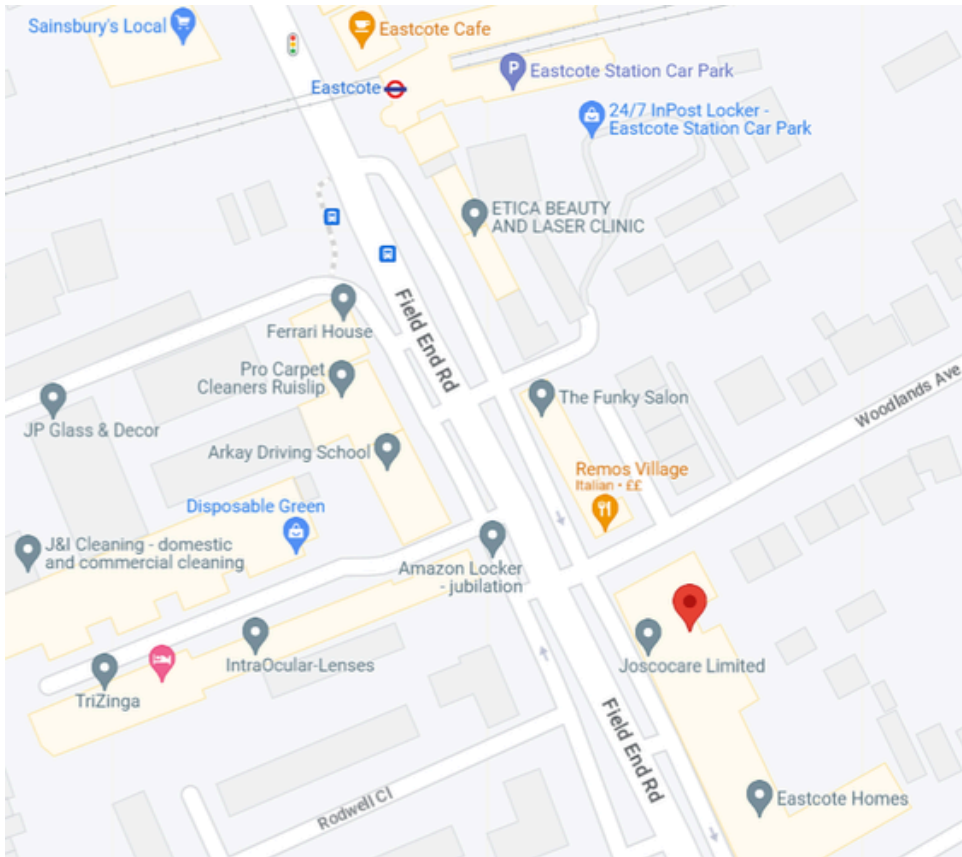
"One of the things I value so much from initially setting up and working at CAAS is that during its humble beginnings, the culture was always one of kindness and respect. Even though the charity has grown significantly over the last few years, it has maintained its personal feel without losing its focus and care. Recruitment has always been important and team fit with qualities as those mentioned above have been paramount and what make CAAS such a great charity to be part of."

Therese, Services Team

"CAAS is a genuinely lovely place to work, you really feel a sense of being part of a team as everyone is so supportive of one another and staff wellbeing is really at the core of everything that CAAS does!"

Emma, Adult Team

Where We Are



Address:

CAAS Centre,
2nd Floor,
Television House
269 Field End Road,
Eastcote
HA4 9XA

What 3 Words

reveal.plants.upon



Gallery

