

RECRUITMENT PACK

Cleaner (Casual)
September 2026



HOME

WELCOME

Thank you for your interest in the role of Cleaner (Casual) at HOME.

HOME is Manchester's beating heart for theatre, film and art. It's an everyday escape, a space which invites everyone in for conversation, creativity, culture and connection. At HOME, you can discover new dimensions, old favorites and everlasting stories.

HOME is Manchester's premier arts centre and a registered charity, welcoming over 7 million visitors since opening. HOME features two theatres, five cinemas, an art gallery, and a popular restaurant. HOME collaborates with artists from both the UK and around the world to produce and present exceptional visual art, cinema, and theatre experiences. Placing a strong focus on UK theatre, international works, new commissions, and artist development, HOME is deeply rooted in the community, pushing creative boundaries, embracing experimentation, and sharing bold, exciting art with as wide an audience as possible.

Our programme is presented across:

- Five state-of-the-art cinemas, presenting one of the UK's most celebrated programmes of independent film
- Two theatres – c.500 seat proscenium arch, T1; and c.130 seat flexible studio theatre, T2 – presenting HOME produced productions
- 500m² contemporary visual art space
- Digital platforms
- Talent development and engagement spaces
- In youth and education settings and within communities across Manchester

HOME also relies on trading and secondary income to support the charity, including two bars, a restaurant, event spaces and retail space.

If you require a large print version of this recruitment pack, or any reasonable adjustments to apply for this position, please contact recruitment@homemcr.org.

OUR VISION & MISSION

WHAT WE'RE HERE FOR

We're an open and social space for the curious from all of our communities, future artists and producers of work that is provocative, playful and contemporary, of Manchester and the world.

WHERE WE WANT TO BE

We want to be central to making Manchester a major city celebrated for its distinctive art – art that enriches the lives and life chances of its people – and a magnet for artists and creatives from all over the UK.

WHAT MAKES US TICK

● We are conscientious

● We are considerate

● We are collaborative

● We are creative

● We are curious

STRATEGIC OBJECTIVES

We're here to share exciting, entertaining and thought-provoking stories with the people of our city and beyond

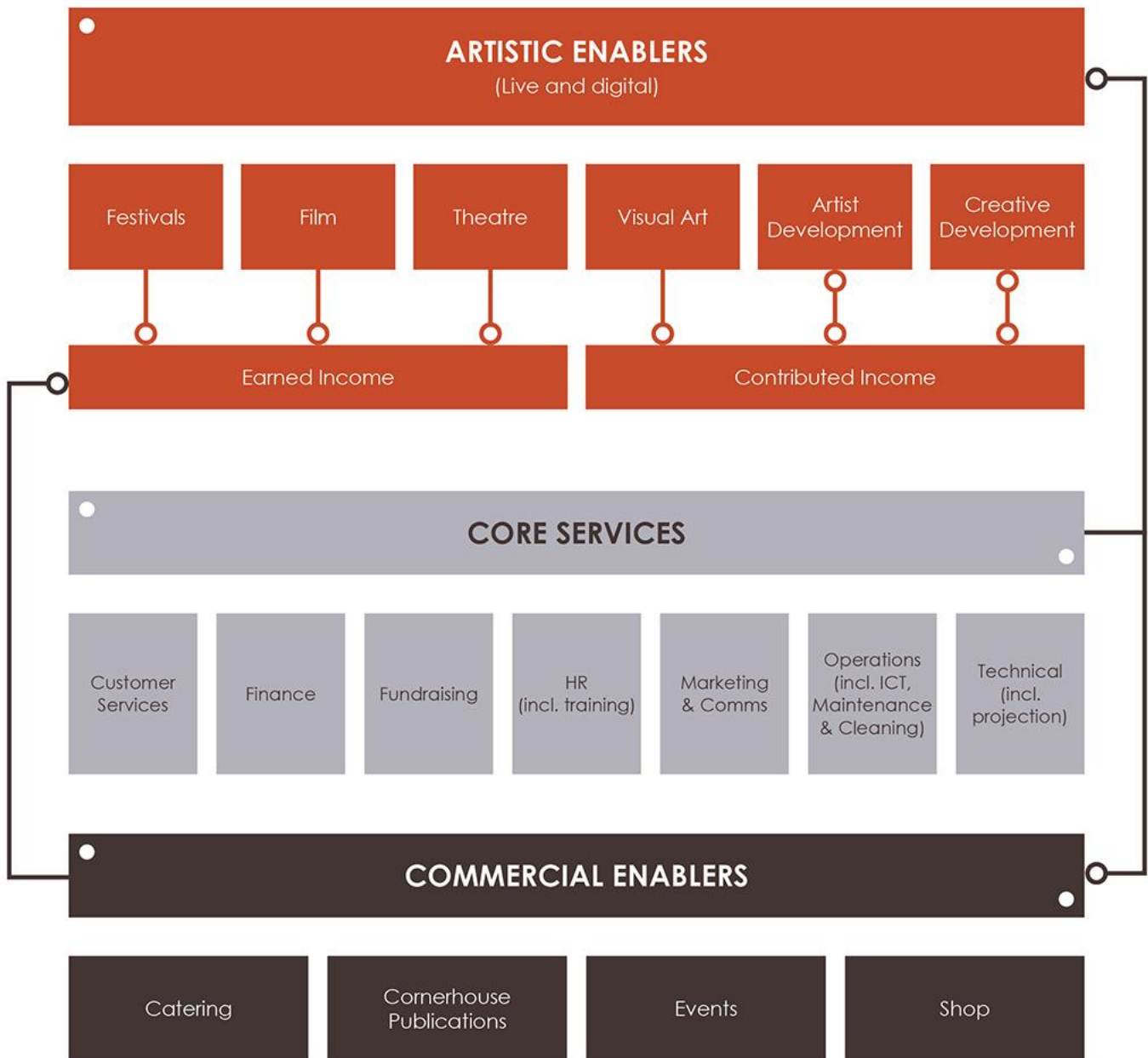
We're here to nurture creativity

We're here to develop and make our team feel valued

We're here to tackle inequality

We're here to protect the planet

HOW WE WORK





Equality at HOME

HOME is an inclusive employer, and we are committed to championing anti-racism, equality and diversity through the way we work, and the work we make and present.

We want our workforce to reflect the diverse communities of Greater Manchester and we welcome candidates from all backgrounds. We actively encourage and support applications from groups who are currently underrepresented across the arts sector, including members of the Global Majority, d/Deaf and disabled applicants and individuals from lower socio-economic backgrounds.

HOME is a Disability Confident Employer.



THE ROLE

We are looking for people with cleaning experience and good communication skills to join our busy Cleaning Team. In this role, you'll work across all areas of the venue to support the delivery of a high-quality, welcoming experience for every visitor to HOME.

Your experience of providing high level of cleaning standards and having a genuine enjoyment of working with people is important. Due to the operational hours of the venue early morning availability is a must for this role.

Cleaning Team at HOME

The role sits within HOME's Operational Team which is responsible for all of HOME including Box Office, Theatres and Cinemas ensuring that all areas are in the highest standard of cleaning. The role ensures we make our venue an exciting and welcoming place to visit and explore.

KEY INFORMATION

Salary	£13.45 per hour
Casual Statement Of Engagement	Casual. Subject to satisfactory receipt of recruitment checks (right to work and two satisfactory employment references)
Hours of work	Start times are between 6am and 7am and shifts are 3 or 4 hours long on a variable basis.
Place of work	HOME's offices are at 2 Tony Wilson Place, M15 4FN
Holidays	Accrued annual leave will be applied for hours worked pro rata
Pension	The Organisation operates a pension scheme that meets the requirements of automatic enrolment and into which you will be enrolled subject to meeting the requirements of the scheme.

JOB DESCRIPTION

Purpose

To undertake general cleaning duties in HOME building, to ensure that the highest standards are achieved and that the environment is clean, safe and welcoming.

Team: Operations Team

Reports to: Facilities Manager

Responsible for: N/A

Main duties

General cleaning duties:

- Removal of waste
- Sorting of recycling
- Mopping
- Vacuuming
- Buffing
- Dusting
- Cleaning toilets
- Cleaning dressing rooms
- Removing stains from carpets and upholstery
- Implementing health and safety regulations
- Handling cleaning agents

Additional duties

- To thoroughly clean designated areas daily and to carry out duties as required
- To work individually and as a team when required
- To ensure that all HOME buildings security requirements are adhered to
- To ensure that all cleaning is carried out according to health & safety regulations

- Report to the Supervisor/Facilities Manager any damages or maintenance work that is needed, ensuring that all cleaning equipment is in good working order
- To monitor the stock of cleaning materials on site and report if replacement stock is required
- To ensure that all cleaning products are used effectively and that stocks are not wasted
- To carry out any other tasks relevant to the post as required by the Supervisor/Facilities Manager
- Perform all tasks in line with HOME's commitment to providing the widest employee access
- Take part in working groups & training sessions as required
- Be an advocate and ambassador for HOME
- Uphold and follow values and GMAC policies, particularly those around diversity, environmental sustainability, positive work environment and sexual harassment, access, safeguarding, H&S & GDPR
- Keep up to date with financial, administrative and operational best practice
- Carry out duties as deemed appropriate by the Head of department
- Work evenings and weekends if required

This is not an exhaustive list of duties and HOME's management may, at any time, allocate other duties which are of a similar nature or level.

PERSON SPECIFICATION

Criteria	Experience, Skills and Knowledge
Essential	Being observant and thorough Manual Handling Communication, verbal and reading Respect and professionalism Time management and multitasking Understanding and following safety rules
Desirable	Experience of working with a large team Understanding of Health and Safety regulations Motivation and flexibility First Aid Training Fire Warden Training

HOW TO APPLY

The deadline for applications is 11 October 2026

Please note We review applications and reserve the right to close an advert early if we identify suitable candidates. To avoid disappointment, submit your application as soon as possible. If successful for the role following interview start date will be subject to our pre-employment checks which include receiving satisfactory employment references & right to work in the UK.

Application format: submit by email an up-to-date CV together with a supporting statement of no more than 1 A4 pages. Alternatively, this can be provided as a short video/audio response no more than 5 minutes in length. Please ensure you provide examples of how you meet the essential criteria within the Person Specification and the main responsibilities for this role in your supporting statement. **All documents submitted as part of the application must be in .pdf, .doc, or .docx format.**

Please email your CV and supporting statement to recruitment@homemcr.org and complete the link here to the [Equal Opportunities Form](#). Please add the job reference number **248112** in the subject line.

We will interview candidates who meet the essential criteria in the person specification. Support is available at every stage of the process please email recruitment@homemcr.org if you have any questions related to support requirements.

Interviews will take place in person on 13 October 2026

HOME strives to be an equal opportunity employer, committed to diversity and inclusion in the workplace.

Please note Due to the high volume of applications we are unable to respond to all applicants individually. If you have not heard from us before the interview date, unfortunately, you have not been shortlisted on this occasion. Regrettably, we are unable to provide feedback at the application stage for those not selected for interview.

Thank you for your interest in this post.



FUNDED BY



FOUNDING SUPPORTERS



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