

JOB DESCRIPTION



Job Title: Generic Senior Support Worker

Salary £22,911 - £27,905 per annum

Directorate:	People	Section/Location:	Learning Disability Provider Services Waymead STC and
Grade/Salary Range:	BG-H 15-24	Work style:	Fixed

Key Objectives of the role

- To participate in the provision of flexible, community based support packages to people with learning disabilities.
- Your actual working times are by arrangement with your manager and will be on a flexible rota basis including evenings, weekends and Bank Holidays. The post holder is accountable to the Registered Manager for Waymead and we take an approach that puts individuals in control of their support and this means an emphasis on flexibility, creativity, and responsiveness to enable individual empowerment. To support this flexible approach, you may be required to work under the direction of any member of the Learning Disabilities Management Team. Your actual working times are by arrangement with your manager and will be on a flexible rota basis including evenings, weekends and Bank Holidays.
- The post holder is accountable to the Registered Manager for Waymead and Bracknell Day Services.

Designation of post and position within departmental structure

EXECUTIVE DIRECTOR; PEOPLE DIRECTORATE
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ASSISTANT DIRECTOR'ADULT SOCIAL CARE – PEOPLE DIRECTORATE
|
HEAD OF SERVICE – LEARNIG DISABILITIES
|
PROVIDER SERVICES MANAGER
|
ASSISTANT PROVIDER SERVICES MANAGER
|
GENERIC SENIOR SUPORT WORKER IN;PROVIDER SERVICES(RESIDENTIAL

RESPITE, DAY SERVICES & WBL)
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**GENERIC SUPPORT WORKER; WORKING IN PROVIDER SERVICES(RESIDENTIAL
RESPITE, DAY SERVICES & WBL)**
|
WAKE NIGHT SUPPORT WORKERS

Daily and monthly responsibilities

Care and Support

- Develop and implement care plans which; respond to person centred plans and the needs and wishes of the individual which support personal comfort, dignity and well-being; empower, promote and enable personal development; reflect and include individual risk management strategies; enable and support maximum involvement of the individual in all aspects of decision-making in relation to their own life;
- Implement the Policies and Procedures of the Department and of the individual Services/Teams including: administration of medication; provision of personal care; risk management; record keeping; person-centred approaches; safe manual handling; prevention and management of challenging behaviour;
- To regularly assess and monitor the quality of the services provided, including identifying, assessing and managing risks relating to people using the service.
- To develop and support a wide range of interesting and socially inclusive activities for people using the Service.

Team working

- Participate fully and constructively in team meetings ensuring service developments meet the needs of people in Bracknell Forest.
- Ensure good communications within the whole LD service so that the service to individuals is coordinated and safe.
- To act as shift leader, ensuring all checks are completed, all staff are following guidelines and support team members in their role, which will include mentoring new team members.

Family Liaison

- Liaise with families in relation to the needs and wishes of the individual and in ways which comply with the requirements of appropriate confidentiality and individual choice.

Personal Development

- Participate in all appropriate internal/external training as identified through the supervision and appraisal system and utilise the skills and knowledge gained to improve services to individuals.

General

- Be aware of the requirements of services under Community Care legislation and Government in particular Valuing People and contribute positively to identify service development needs.
 - Be flexible in working patterns and be prepared to undertake any duties which are compatible with the nature of the post.
 - To take part in an out of hours emergency on call rota.
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Scope of role

To be aware that the support offered via Adult Social Care, Health & Housing are scrutinised by the Care Quality Commission. As such, individual support staff have a crucial role to play in demonstrating empowering, flexible approaches to supporting the most vulnerable individuals in the community.

All employees working with children & vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Commitment to the Council's Equal Opportunities policy at all times.

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	<ul style="list-style-type: none"> Recognised relevant qualification e.g. NVQ Level 3 Health & Social Care or Qualified Credit Framework (QCF) Level 2 in Health & Social Care Evidence of continued professional development 	Supervisory Experience
Competence Summary (Knowledge, abilities, skills, experience)	<p>Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.</p> <ul style="list-style-type: none"> Previous experience of working in a learning disability and/or in a caring environment. Experience or knowledge of individuals with high support needs, challenging behaviour, autism, mental health issues. Ability to make decisions regarding people using the service Leadership Skills Negotiations Skills Good verbal and written communication skills. Skills to write clear and accurate reports as required for individuals. Ability to work with a range of individuals from a variety of backgrounds. A commitment to the principles of respect, independence, choice and inclusion and an understanding of the practical implications of this. The skills to plan and support individuals to participate in community based opportunities. <p>Willingness and ability to undertake work related training and utilise new skills and knowledge to enable improved support</p>	<p>Committed to developing activities and services for individuals.</p> <p>Ability to work with primary and secondary care as well as colleagues within Adult Social Care.</p>
Work-related Personal Requirements	<p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p> <ul style="list-style-type: none"> Ability to relate to and empathise with individuals with a learning disability. Able to work in a busy and demanding environment. Receptive to new ideas and able to 	

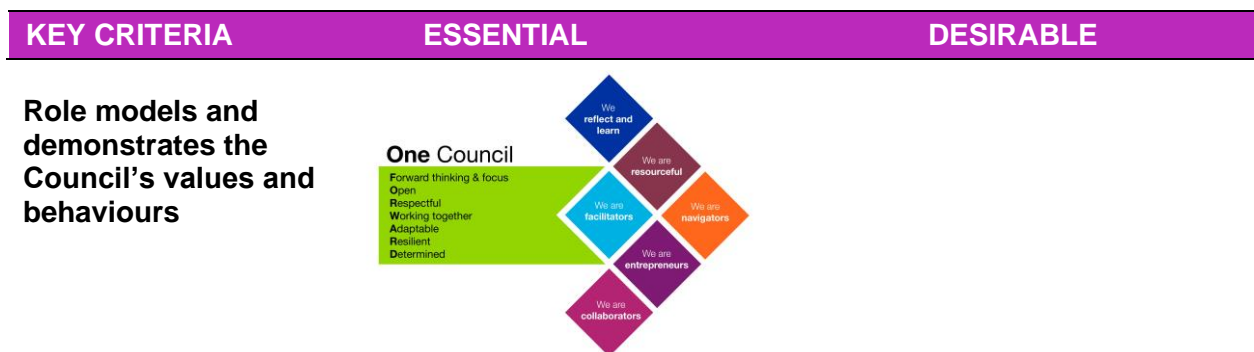
accept changes.

Motivated and able to use initiative

Other Work Requirements

A satisfactory enhanced Disclosure and Barring Service check.

- Committed to Safeguarding of the welfare of vulnerable adults and able to work within the policies and guidelines of Services and BFBC.
- Need to be flexible in patterns of work to support the service and needs of individuals.



All staff should hold a duty and commitment to observing the Council's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.