JOB SUMMARY

Post Title	Casual Support Worker DAYS/NIGHTS						
Job Family	Service Delivery	**Pay Range**	04	**Line Manager to others?**	No	**Role profile ref**	SD04
Service Area	Adult Social Care and Housing Needs						
Line Manager	Registered Manager						
Location	Plean Dene						

Job Purpose

To provide care and support for the individuals who use our service in accordance with their identified individual needs.
These duties will include personal care, supporting individuals to achieve and/or maintain their personal independence THROUGH Active Support and Meaningful Activities and supporting nutrition and hydration, health and well-being and a range of activities to include accessing their local community.

Job Context

- To promote the care and support of the individuals in a way that promotes independence, human rights, individual choices and inclusion in their community. To build on daily living skills with Active Support by encouraging participation and preferences in choice and control over their own support.
- Complete and maintain support/care plans which will incorporate reviews/audits and all relevant recordings as necessary. There may be a requirement to take up key/co-worker duties.
- There is a requirement to support individuals with their nutrition/hydration needs which may include to prepare, cook, and serve meals with input from the individuals. This may also include supporting and helping those not able to eat independently.
- Contribute to the daily maintenance of the home including cleaning, laundry, adhering to infection prevention control and COSHH guidelines.
- To act as escort for individuals including attending appointments, activities and any other transport needs.
- To attend daily handovers, ensuring awareness of any pertinent information in accordance with home policies/procedures.
- To undertake medication/key holder duties. Full training will be provided and competencies assessed prior to undertaking the above.
- Report all incidents/accidents as per the available guidance, which you are expected to familiarise yourself with.
- To complete/attend all mandatory training. This may, at times, fall outside of your contracted hours and overtime payments and mileage will be paid for external events.
- Undertake any other duties that can be reasonably expected of your role that are required to meet the needs of the service.

Knowledge, Skills and Experience

Role Profile requirements.	**Job specific examples.** (if left blank refer to left hand column)	**Essential**	**Desirable**
Reliable, responsible.	Proven ability to arrive to work on time and be flexible to meet working pattern for the operational needs of the service Show a positive approach, through self-motivation	**E** **E**	
Awareness and understanding of the customer's needs.	Willingness to undertake training in healthcare needs	**E**	

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	Ability to deal sensitively with service users in a variety of situations Some knowledge of and commitment to equal opportunities and non-discriminatory practice and an understanding of relevant legislations e.g., MCA and Care Act 2014 Available to change duties at short notice, depending on need		**D** **D** **D**
Evidence of practical experience in an appropriate work environment and ability to advise others on relevant issues.	A range of experience in care and support roles. Experience of laundry work and domestic cleaning Able to satisfy the travel requirements of the role e.g., full, clean driving licence		**D** **D** **D**
Safe and competent use of relevant equipment / tools.	Use of moving and handling equipment		**D**
Knowledge of relevant health and safety procedures.	Show a clear understanding of Health and Safety Knowledge of COSHH/Infection Control policies		**D** **D**
Ability to communicate clearly to build trust both one to one and with groups.	Ability to show or indicate the principles of individuality, rights, independence, fulfilment, choice, and respect Ability to work as part of a team and use own initiative Show an awareness of empowerment and the effect of self on others	**E** **E** **E**	
Ability to follow processes, carry out and review procedures, record, and monitor information accurately.	Must be fully able to undertake the physical aspects of the job, to include supporting residents/service users Respond to instructions, guidance, and support in a positive manner	**E** **E**	
Basic literacy and numeracy.		**E**	
Practical knowledge of ICT systems.	Complete online Mandatory/Statutory Training courses Access email communication		**D** **D**

Able to maintain accurate records as and when required.	Make detailed and accurate records	**E**	
Qualifications			
Role Profile requirements.	**Job specific examples.** (if left blank refer to left hand column)	**Essential**	**Desirable**
May require relevant certifications including evidence of fluency in English language.	Care Certificate/QCF 2 - or be willing to undertake.	**E**	
GCSE level qualifications or equivalent experience	Maths and English qualifications preferred.		**D**
Other Requirements			
Enhanced DBS Check required			

Organisation Structure (optional)

- Director of Adult Social Care & Housing Needs / Assistant Director
- Service Manager / Nominated Individual
- Internal Homes Team Manager
- Registered Manager