

JOB PROFILE

POST TITLE: Relief RESIDENTIAL SUPPORT WORKER

GRADE: Casual Relief

RESPONSIBLE TO: Registered Manager/Assistant Manager

Job Purpose: To work as part of a team to provide a high quality service to children and young people within the Looked After system within the context of County Council Policies and Procedures, Legal Requirements and Practice Guidance.

PRINCIPLE ACCOUNTABILITIES

1. To operate within the spirit and framework of the Children Act 1989 and strive to achieve the professional standards outlined for Residential Care in the guidance and regulations in Volume 4 (and Volume 6 in respect of Huntley Avenue).
2. To operate within the context of the County Council and Departments Policies and procedures as they relate to the Residential Care Services to children and young people.
3. To provide a safe, secure and accepting environment for children appropriate to their age, understanding and identified needs.
4. To protect each individual by providing a level of supervision and control which is appropriate to age, understanding and identified needs.
5. Along with others, to assess each child's/young person's needs and implement individual's care plans/programme including a phased return home where appropriate.
6. To promote the emotional well being of each individual by providing adequate warmth, comfort, guidance and counselling support.
7. To help maintain and support each young person's links and relationships outside the residential unit, especially with the family and local community.
8. To work directly as a link worker with parents and families on an individual or co-working basis (not for relief).
9. To ensure young people grow up in as normal an environment as possible.

10. To ensure that the wishes and views of children and young people are taken into account in all matters relating to their daily care.
11. To ensure that all individuals are made aware of their rights, responsibilities and privileges, including the Complaints Procedure for children and young people.
12. To respect and meet the needs of each child/young persons racial, cultural and religious background.
13. To observe and maintain appropriate and up to date records on each child/young person (including behaviours and significant events)
14. To actively oppose discriminatory practices in relation to colleagues/young people whether based on race, religion, gender, disability or sexual orientation.
15. To attend to each individual's physical and health care needs (including accompanying children and young people to GP and dental appointments, care of clothing and preparation and provision of meals).
16. To work closely with those providing for the child/young person's education needs to encourage both educational and personal achievement.
17. To encourage and support individuals to accept responsibility for their self care, personal growth and development relevant to their age and ability using appropriate behaviour management techniques.
18. To participate in supervision/appraisal and to take responsibility for continuing with their personal and professional development in order to achieve the delivery of high quality service.
19. To assist with the upkeep and maintenance of the Unit ensuring standards of cleanliness and safety for children and young people and by assisting young people to take pride in their bedroom spaces and by maintaining good decorative standards in the Unit.
20. To operate within a team framework and attend regular staff meetings.
21. To work in accordance with the County Council's and Department's Health and Safety Policies and Procedures.
22. To work on a rota basis, including regular sleep-in duties, weekends and evenings as required (these arrangements may be subject to change at short notice).
23. Delegated responsibility for the handling of petty cash and accountability for expenditure allocated.

24. To maintain good working relationships with fieldwork/specialist staff and with professional colleagues from external agencies in order to ensure effective communication and collaboration takes place. To ensure good practice is shared to achieve coherent provision of service to children and families.
25. To undertake other such duties and responsibilities of an equivalent nature as may be determined by the Chief Officer (or nominated representative) from time to time, as may be required by the post holder, and after consultation.

June 2001

CUMBRIA COUNTY COUNCIL - SOCIAL SERVICES DEPARTMENT
EMPLOYMENT SPECIFICATION

POST: RESIDENTIAL SOCIAL WORKER

RESPONSIBLE TO: UNIT MANAGER

SUPERVISED BY: ASSISTANT UNIT MANAGER

<u>Attributes</u>	<u>Essential</u>	<u>Desirable</u>
QUALIFICATIONS		NVQ Level 3, Level 4, DipSW, CQSW, CSS Nursing, Teaching, Youth & Community Qualification
EXPERIENCE	6 months previous experience of paid or voluntary work with challenging young people (In the case of Huntley Avenue, Staff applying for these posts would need one years experience of working with children and young people with severe learning disabilities)	Previous experience of working with troubled young people.
SKILLS	<p>Be able to assess young peoples behaviour and make sound judgements</p> <p>Be able to communicate effectively with young people and adults (this includes negotiation)(in the case of Huntley Avenue staff skills to communicate with children who have no verbal communication skills)</p> <p>Be able to analyse problems and think things through</p>	

<p>SKILLS AND PERSONAL QUALITIES</p>	<p>Be able to observe and record young peoples behaviour</p> <p>Be able to work in challenging situations</p> <p>Be able to work with other team members and other colleagues in a collaborative supportive way</p> <p>Be able to write in a clear and concise manner</p> <p>Be able to work creatively and imaginatively with children/young people</p> <p>Knowledge and understanding of the needs of young people growing up</p> <p>Some knowledge and understanding of the Public Care System</p> <p>An understanding of the impact of problems on families and individuals</p> <p>An understanding of the extent and impact of discrimination in society</p> <p>Be able to be flexible, approachable and responsive to change</p> <p>Is open to criticism and prepared to learn and develop</p> <p>Recognise own feelings and prejudices</p> <p>Be able to be flexible, approachable and responsive to change</p>	<p>Knowledge of particular problems faced by young people e.g. housing work, education, relationships, offending, drugs, sexuality</p> <p>Role and function of Social Services</p> <p>Rights of children and young people</p> <p>Ability to travel</p>
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<p>SPECIAL WORK CIRCUMSTANCES</p>	<p>Is open to criticism and prepared to learn and develop</p> <p>Recognise own feelings and prejudices</p> <p>Hours worked on a rota/shift basis</p> <p>Sleep-in requirements</p> <p>Be aware of No Smoking Policy in residential units</p> <p>Be able to adjust at short notice rostered/shift hours due to staffing or other difficulties</p> <p>Able to use physical intervention as required by County Policy</p> <p>Must be at least 23 years of age</p> <p>Enhanced disclosure clearance through CRB</p>	
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Revised May 2001