



**Senior Support Worker
– LD Services**

Job Description and Person
Specification

The Wrekin
Housing Group

THE WREKIN HOUSING GROUP

Senior Support Worker – Learning Disabilities

JOB DESCRIPTION

Job Summary and Purpose:

Contribute as part of a team to the effective operation of the home through the delivery of high standards of care to residents which are compliant with statutory, regulatory and organisational standards.

To provide care for the residents under the guidance and supervision of the homes management team and to undertake other activities to assist in the running of the home as required.

To provide practical, emotional and physical support to residents in order to promote independence, choice and wellbeing within the home.

To supervise a team of support workers within a residential home

Main Responsibilities:

- To lead and oversee the delivery of care and support for the duration of the assigned work period and area(s) of work.
- To undertake staff induction and to provide appropriate training and development opportunities for each team member under the guidance of the homes' management team.
- To carry out personal care such as; assisting service users to get in and out of bed, to get dressed/undressed. Assisting service users with bathing, showering, toileting, oral hygiene and continence care.
- Encourage service users to use any assessed equipment to maintain their independence and mobility.
- Attend and contribute to service users reviews and multi-disciplinary meetings with or, on behalf of the management team.
- Follow approved guidelines to administer medication and basic first aid to service users as required.
- When required, escort service users to hospital or other appointments to ensure they receive the appropriate medical care, needs and attention.
- Assist with the compilation of individual plans of care, continuously assessing needs and ensuring plans are implemented.

- Report any concerns, problems or changes in service users conditions, needs or circumstances to a member of the homes' management team.
- Report any concerns, problems or changes in service users conditions, needs or circumstances to a member of the home management team.
- Ensure compliance with all departmental policies, procedures and legislative frameworks.
- To supervise and monitor the performance of your team, escalating all concerns to a member of the homes' management team.
- Ensure good team working.
- To develop positive relationships with families and support workers.
- To work flexibly on a rota basis to meet the needs of the service, this includes weekends, bank holidays and nights.
- To maintain confidentiality and to observe the Data Protection Act and associated guidelines at all times.
- Behave in a manner that reflects positively on the organisation at all times.
- Any other duties that may be allocated from time to time that are appropriate to the grade of the post, although suitable adjustments will be made in line with the Equality Act.

Standard Requirements:

- **Safeguarding Adults:**

All staff have a responsibility to safeguard residents. All staff must be familiar with, and adhere to the organisations' adult protection procedures.

It is the responsibility of all staff to be familiar with their role & responsibility around safeguarding and to ensure that they have completed training at a level commensurate to their role.

THE WREKIN HOUSING GROUP
PERSON SPECIFICATION

Senior Support Worker

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • NVQ 2/3 in Social Care or equivalent. • A willingness to undertake the Level 3 Diploma in Care within an agreed time scale. • A willingness to undertake D32/33/A1 NVQ Assessors Qualification within an agreed time scale. • A willingness to undertake NEBBSM or ILM Level 2. • Comprehensive knowledge and understanding of the physical, social and emotional needs of older people, adults with a physical or learning disability and mental health. • Demonstrate an understanding of the vulnerable adult procedures. • To demonstrate knowledge of 'Person Centred Planning'. • Demonstrate knowledge of legislative frameworks. • Demonstrate effective communication skills. • Proven experience of effectively supervising a staff team. • Experience in making decisions and taking appropriate action to ensure the safety of service users, carers and staff. • The ability to plan, organise, prioritise, manage workloads and to meet deadlines. • Experience of computerised record systems. 	<ul style="list-style-type: none"> • Able to respond effectively to emergency situations when required. • To work flexibly, to include bank holidays, nights, evenings and weekends.

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| <ul style="list-style-type: none">• To be flexible to meet the needs of the service• Friendly.• Dependable.• Access to car/Driver/business Insurance | |
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