

Job Description

Assistant Residential Worker

POSCODE:

Grade: **Scale 2/3 (£18,426 - £19,171) Scale 3 (£18, 795 - £19,171)**

Overall purpose of the job

To be part of a team supporting children and young people who may have additional needs to achieve positive outcomes that are important to them in line with the service purpose. These include developing independence, learning new skills, getting on with other people, having fun and doing activities they enjoy.

To provide support for with children, young people and their families as described in their care plan and under the supervision of the shift leader and your manager. This will be on a 24/7 rota basis and you will work with other agencies and professionals as directed.

To work in line with regulatory requirements and organisational policy and procedure and contributing to the achievement of an outstanding, good or equivalent rating in external inspection.

Main accountabilities

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1.	<p>Work as a team and individually to provide a flexible responsive, high quality and person centred care and support to children, young people and their families according to their support plan.</p> <p>To support children to do a range of enjoyable, stimulating and safe activities and experiences within and external to the home.</p>
2.	<p>Build and maintain professional positive working relationships by providing emotional and social support to children and young people who can display challenging emotional and social difficulties.</p> <p>Use positive behaviour support strategies and the least restrictive support options at all times.</p> <p>Use a variety of communication methods that suit individual children and young people.</p>

3.	<p>Establish relationships and links within the community to assist the child, young person and their family.</p> <p>Work in the community and other settings such as adult support settings, schools and family homes as needed to support the child / young person and their family.</p>
4.	<p>Support children and young people in their personal care, administration of medication and clinical procedures in line with their support plan and organisational policies and procedures</p> <p>Support children and young people to develop independence in these areas appropriate to their age and needs and support plan.</p>
5.	<p>Ensure that the views and needs of children and young people are sought, heard and responded to in a way that suits them. Promoting communication and participation with the child and young person's views directly influencing their support.</p>
6.	<p>Maintain any registration requirements in line with the required bodies and ensure that Cambridgeshire County Council is notified of any circumstances which could affect your registration status</p>
7.	<p>Undertake routine household tasks e.g. cooking, washing, shopping and/or supporting young people to undertake these tasks to enable the smooth running of the home and to promote independence.</p>
8.	<p>Ensure that the views and needs of parents and carers are sought, heard and responded to in a way that suits them.</p>
9.	<p>Contribute to the development and evaluation of care plans and input to service planning meetings where required. Attend other meetings as directed, reporting issues raised to line management.</p>
10.	<p>Record observations and maintain up to date files (paper and electronic), utilising agreed systems and procedures; undertake administrative processes as necessary to maintain systems, procedures and office practices.</p>
11.	<p>Seek management support and advice as needed to meet the needs of the child or young person.</p>
12.	<p>Develop effective working relationships with team members, partner and other external agencies and Cambridgeshire County Council colleagues.</p>
13	<p>Be familiar with and work according to health, environmental and safety policies and procedures. In the event of any serious risk, take immediate action to reduce this risk and inform senior management.</p>
14	<p>To work shifts on a 24/7 basis</p>

15	To demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
16	To carry out any other reasonable tasks required to support service delivery.

Safeguarding commitment we are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

Person Specification

Qualifications, knowledge, skills and experience

Qualifications Required	Subject	Essential/ Desirable
level 3 Diploma	Residential Childcare or equivalent Must be achieved within 2 years of taking up the post	Desirable Essential
	Maintaining any required registration in line with the required bodies and ensure Cambridgeshire County Council are notified of any circumstances which could affect your registration status	Essential

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential / Desirable
Knowledge	Willingness to continue to develop through on the job training, attendance at external or online courses and other development activities	Essential
	Knowledge of current best practice and issues relating to children and young people with Special Educational Needs and Disabilities and their families and carers.	Desirable
	Knowledge of safeguarding and risk assessment	Desirable
Skills	Ability to communicate effectively and willingness to utilise a range of techniques to communicate with children, young people and their families.	Essential
	Ability to manage difficult situations within remit of job	Essential
	Ability to write notes and record information clearly and to use written	Essential

	information to guide your work. Including the use of IT systems.	
	Ability to plan and organise work once directed.	Essential
	Understanding of and ability to maintain health and safety.	Essential
Experience	Providing support and care, and being sensitive to the needs of others	Desirable
	Experience of children with additional needs	Desirable
	Writing clear and concise notes and providing updates to colleagues and senior colleagues.	Essential
	Demonstrating a solution focused approach both individually and in a team setting.	Essential
Other Attributes	Ability to work on a 24/7 rota basis	Essential
	Ability to work from a variety of locations and willingness to travel countywide	Essential
Equal opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	Essential
Safeguarding (<i>include for roles working with children/vulnerable adults</i>)	Demonstrate an understanding of the safe working practices that apply to this role.	Essential
	Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	Essential

Disclosure level

What disclosure level is required for this post?		
		Enhanced with barred list checks

Work type

What work type does this role fit into?	Fixed	Flexible	Field	Home
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