

## JOB DESCRIPTION

<b>Job Designation</b>	Residential Support Worker
<b>Reports to</b>	More senior member of staff at the home, ultimately the Manager

<b>Main Purpose of Job</b>	To be part of a team offering a comprehensive, high quality residential service to children and young people. The aim being to ensure the physical, social and emotional well-being of the children/young people are met and to assist in their positive holistic development and resilience.
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<b>Main Duties and Responsibilities</b>	
<p><b>Supporting the Needs of Children and Young People</b></p> <ul style="list-style-type: none"> <li>• To actively safeguard and promote the welfare of the children/young people.</li> <li>• To report immediately any unsafe practices and conditions.</li> <li>• Actively promote structure, boundaries and routines within a safe and nurturing environment.</li> <li>• Provide a positive role model for the young people, presenting oneself in a highly professional manner.</li> <li>• As required work with young people on intervention strategies to promote pro-social behaviour.</li> <li>• To undertake the role of a key worker for children/young people.</li> <li>• To deliver direct and individual work to children/young people.</li> <li>• Support young people in project and group work.</li> <li>• Provide and participate in leisure activities in line with the care and placement plans of the young people.</li> </ul>	
<p><b>Personal Development and Team Membership</b></p> <ul style="list-style-type: none"> <li>• To work as part of a team and support less experienced staff in the work and operation of the home in conjunction with the organisation's policies and procedures</li> <li>• Undertake relevant training programmes as required by governing regulation, guidance, and the Company.</li> <li>• At all times promote and ensure anti-discriminatory practices</li> <li>• Attend and participate in supervision and staff meetings as required by governing regulations.</li> <li>• Work in partnership and develop professional working relationships with colleagues, other agencies and professionals to meet the needs of young people and their families.</li> <li>• Fulfil sleep-in duties in accordance with the agreed rota</li> <li>• To show a willingness to undertake appropriate training as part of overall professional development</li> <li>• To carry out any other reasonable and relevant duties as required including deputising in the absence of senior colleagues including leading shifts</li> </ul>	
<p><b>Regulatory and Administrative</b></p> <ul style="list-style-type: none"> <li>• To carry out duties in line with the company's policies and procedures.</li> <li>• To work in accordance with the Children's Homes Regulations, other statutory guidance, and co-operate with any inspection process.</li> <li>• Work in line with young peoples' care and placement plans.</li> </ul>	

- Complete and maintain administrative records as required by the home.
- Participate in and complete reports for, statutory reviews and meetings concerning the young people where required.
- Take responsibility for having sound working knowledge of key policies and procedures including Safeguarding, Fire, and Health and Safety Procedures at your place of work.

### General Statement

The above duties and responsibilities do not include or define all tasks that may be required by the post holder. The duties and responsibilities may vary without changing the general character of the duties or the level of responsibility entailed.

### Equal Opportunities

The company supports Equal Opportunities in Employment and opposes all forms of unlawful discrimination on grounds such as colour, race, nationality, ethnic or national origin, sex, marital status, disability, sexual orientation, religion or belief and age. You are expected to comply at all times to the Company EO Policy and Guide to Equality document.

The above job description forms part of your Main Terms and Conditions of Employment. The Company reserves the right to vary duties and responsibilities at any time.

## PERSON SPECIFICATION

<b>Job Designation</b>	Residential Support Worker
<b>Reports to</b>	More senior member of staff at the home, ultimately the Manager

	ESSENTIAL	DESIRABLE	VERIFIED BY
<b>Qualifications</b>			
Level 3 Diploma for the Children and Young People's Workforce (children's social care pathway) or equivalent.		✓	Application Form/ Certificate
<b>Skills and Ability</b>			
Effective communication and interpersonal skills with colleagues, outside agencies, children and families.	✓		Application Form/ Interview
Ability to work as part of a team.	✓		Application Form/ Interview
Use own initiative when required.	✓		Application Form/ Interview
Demonstrate flexibility in order to support the needs of the company.	✓		Application Form/ Interview
Effective and accurate reporting, recording and administrative skills	✓		Application Form/ Interview
<b>Knowledge</b>			
An understanding of the needs of looked after young people.		✓	Application Form/ Interview
Knowledge of the relevant regulations, legislation and statutory guidance.		✓	Application Form/ Interview
Knowledge of the work of other agencies involved with children.		✓	Application Form/ Interview
An understanding the principles of safeguarding and child protection.		✓	Application Form/ Interview
An understanding of intervention strategies.		✓	Application Form/ Interview
An understanding of child development.		✓	Application Form/ Interview
<b>Personal Qualities</b>			
To form professional positive, and functional relationships with children and young people.	✓		Application Form/ Interview
The ability to deal with difficult situations and make appropriate decisions in line with the policies and procedures of the home.	✓		Application Form/ Interview
To learn quickly and absorb information in relation to working with children and young people.	✓		Application Form/ Interview
To ask for guidance and support when needed and to admit mistakes with a view to continual professional development.	✓		Application Form/ Interview

Commitment to the behaviours and values recognised by the company in relation to integrity, honesty, reliability and compassion	✓		Application Form/ Interview
<b>Additional Job Requirements</b>			
Full UK driving licence		✓	Application Form/ Certificate