Achieve together | Sharing moments Shaping lives

Job description

Job Title	**Support Worker**
Career Adventures	**Level 1 & Level 2**
Reports to	**Service Manager**
Responsibilities	• Enhancing and enriching quality of life for people we support by enabling them to keep moving towards agreed goals and life skills. This will involve supporting those individuals to plan and engage in activities in line with their individualised activity planner. • Maintain the general health, wellbeing and emotional needs of people we support. This includes but is not limited to, ensuring a high standard of personal care which could include intimate care, attending health appointments, administering medication in line with company policies and responding appropriately to any medical or health concerns. • Achieve together is committed to safeguarding and promoting the welfare of people we support. Support Workers must ensure the safety of people we support complying with all health and safety requirements and all other relevant legislation, safeguarding policies and best practice. Ensure all concerns around safety and safeguarding are reported immediately. • Encourage people we support to access a range of opportunities and experiences, supporting them to maximise their inclusion and participation in the community according to their needs, wishes and preferences. • Supporting new team members. • Supporting people we support to stay connected with family and friends, and to participate in social and community activities including annual holiday and professional networks. • Maintain accurate and detailed records in line with legislation and organisation policies and procedures. This includes, but is not limited to, preparing and implementing care plans, risk assessments, writing daily reports, behaviour support documentation, health appointments and accident/incidents and completing other environmental records. • Maintain and work with an up to date knowledge of each individual's preferred method of communication. • Involve people we support in maintaining the cleanliness of the home to a high standard. • Work as part of a team in a constructive and supportive manner, attending and participating in regular team meetings and contributing to a culture of open communication and constructive feedback with colleagues. • Support behaviours that challenge, safely and supportively, by using the skills and approved approaches (both theoretical and practical) learnt

	through training, resulting in promotion of positive behaviour management. • It is the nature of the work that task responsibilities are in many circumstances unpredictable and varied. All team members are expected to work in a flexible way when the occasion arises in order that tasks which are not specifically covered within their job description are covered.
Accountabilities	• To be personally accountable for the standard of your practice. • To report concerns and important matters to line management in a timely manner. • To maintain the confidentiality of information. • To participate in regular supervision meetings, annual development reviews and Career Adventures annual assessments. • Take personal responsibility for your own learning and attend all relevant training/development provided and take responsibility for putting your learning into practice on a daily basis. • To support all individuals in line with operational requirements. This involves working as part of a team or lone working in order to maintain a stable, happy and caring environment that puts the health, safety and welfare of people we support first. • Act as a key worker to people we support ensuring the consistent implementation of all the above points.

Person Specification

Knowledge and Experience	• Maintain a working knowledge of and comply with Care Quality Commission (CQC) / Care Inspectorate Wales (CIW) Fundamental standards, organisation policies, procedures and guidelines. • Gain an understanding of our organisation's values and to work in accordance with the values in everything that you do. • Experience of working in a support worker role (desirable). • Experience of working in the Care Sector (desirable).

Qualifications & Requirements	• Care Certificate to be completed within first 6-months in post • Committed to completing 100% allocated eLearning • Committed to completing face to face and service specific training, as required • Ability to ask for help when required and able to work as part of a team • Level 2 in Adult Care or equivalent – desirable • Working within our deaf services, BSL Level 1 qualification - desirable • This role will require a satisfactory enhanced DBS check

