Alderwood

Living & Learning with Autism
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Alderwood LLA predominately specialises in providing specialised care and support for individuals with a diagnosis of Autism, behaviour difficulties that challenge and are most often considered to have complex needs.

Scope

Job Title: Shift Leader Level 1
Reports to: Shift Leader Level 2, Assistant Manager and Manager
Location: Allocated Alderwood LLA Home
Department: Support Team

Overall Purpose: To lead and supervise a team of carers supporting up to six people with a diagnosis of severe and complex Autistic disorders and behaviour that challenges. To organise and lead the shift to ensure the effective delivery of agreed care, learning and behaviour plans and ensure all required objectives are completed.

To be resilient, patient and empathetic. Alderwood specialises in working with very complex Autism and challenging behaviour that may be considered complicated and/or extreme. Colleagues are trained in proactive, preventative measures to create a personalised environment to minimise the risk of challenging behaviour, promote consistency and partnership working with colleagues to support those that we support.

Key Responsibilities

- Plan and lead the shift, ensuring effective allocation according to individual needs and carry out comprehensive, effective handover.
- Support and ensure the positive welfare and wellbeing of the people we support.
- Be the immediate point of contact for colleague issues, and look to support a resolution.
- To ensure the needs of the people we support are met.
- Ensure completion of the required observation, monitoring, recording and reporting.
- Champion Equality & Diversity, promoting inclusivity and the best interests of the people we support.
- To work in partnership with colleagues to carry out the requirements of the home.
- To uphold the Safeguarding and to ensure the home and colleagues operate in a safe manner.
- To attend training, supervisions and team meetings when required.
- Lead by example, promote and follow policies, procedures and agreed way of working.
- Responsible for driving, using company allocated vehicles, to allow people we support to attend appointments, access the community and other driving requests when required (If in possession of a UK Driving License).
- All colleagues prior to appointment must be cleared through the Disclosure & Barring Service (enhanced).

Knowledge, Experience & Key Competencies

- Health & Social Care Level 2 qualification or equivalent (or working towards) essential.
- Understand the needs and rights of the people we support.
- Demonstrate an understanding of the behaviours and the learning difficulties associated with complex Autism and behaviour that challenges.
- Be patient and resourceful whilst working with challenging behaviour.

- Effective communication, both verbally and written.
- Be able to confidently work in partnership with relatives, colleagues at all levels, professionals and other stakeholders.
- Training, support and guidance will be provided to enhance knowledge and skills.
- Be committed to the Safeguarding of vulnerable groups.

Values



- **Live & Learn**
  - Show a willingness to learn, take ownership of learning and omissions.
  - Be self-aware and reflect on what worked and what did not work.
  - Be open to learn from others and bring innovative ideas and new ways to best support someone.
  - Share knowledge and encourage continuously improvement.
- **Inclusive**
  - Be committed to the people we support and have their best interests at heart.
  - Champion Equality & Diversity and Safeguarding.
  - Operate in Candour, be honest, open and transparent.
  - Kind, empathetic, approachable and ensure to seize the day with the people we support.
- **Transforming**
  - Be supportive, inclusive and participative.
  - Work in partnership with everyone.
  - Protect and respect personal information and respect confidentiality.
  - Respect people's rights to make their own decisions or act within their best interest.
- **Holistic**
  - Problem solve with care to Autism and individual's needs.
  - Use appropriate communication and perform in way that benefits others.
  - Be attentive to the people we support's desires, emotional, social, creative and learning processes.
  - Remind yourself that your workplace is their home.

Declaration

I have read, understand and agree to this Job Description.

Name	
Date	
Signature	

This job description does not form part of your contract. August 2020.