



JOB DESCRIPTION

Children's Residential Support Worker

Main Purpose of Job

To actively promote the rights of young people with emotional, social and mental health issues in accordance with the policies and procedures of the organisation. To assist in the provision of a safe and homely environment both individually and as part of a team to help young people achieve their potential by strengthening areas of weakness and developing areas of strength. This will entail the ability to work within Equal Opportunities and Quality Assurance framework and may include undertaking delegated responsibilities for designated tasks. The ability to maintain confidentiality of client information is also important.

Accountable to

Registered Manager

Main Duties and Responsibilities

Physical/Emotional/Social Needs of Young People

1. Assist in the development of new techniques and approaches to child care provisions
2. Encourage development of individual interests and attitudes
3. To promote, safeguard and protect the welfare of each young person
4. Establish and maintain positive and trusting relationships with the young people that will promote their sense of security
5. Provide firm, consistent and fair boundaries in respect of their behaviour and employ appropriate and agreed sanctions
6. Ensure that appropriate medical help is provided in cases of illness and accidents
7. Promote the development of a healthy lifestyle for Young People
8. Assist Young People in the development and sustaining of positive social networks with adults and other peer groups
9. To organise and participate in group activities and group holidays
10. To assist in the provision/preparation of meals in the unit
11. To assist and support Young People through the process of leaving care
12. Encourage Young People to develop their full educational and vocational attainment

Team Membership

1. To assist client need and ensure that all Young People have care plans and to develop, implement and review packages of care
2. To work as a member of a team, ensuring that the reception, on going care and discharge of Young People is undertaken in accordance with the statutory framework and policies & procedures of the organisation
3. To **attend** and contribute to staff meetings; this involves participation and collaboration with other staff in the provision of care to enable the development of the unit.
4. To work closely and in co-operation with carers, social work staff, specialists and other professional agencies in accordance with the role and function of the unit. To develop and maintain appropriate professional relationships with families and other agencies.
5. Attend child care reviews and other forums where residents' needs are being considered
6. To support less experienced staff from time to time as part of their programme of induction to the work and operation of the unit in conjunction with the organisation's policies and procedures
7. Undertake sleep in duties as appropriate
8. Make positive use of supervision by senior staff
9. Participate in the staff appraisal scheme
10. To show a willingness to undertake **appropriate training** as part of overall **professional development**. As agreed within supervision and appraisal sessions, agreed training will be financed by Curam Domi Solutions Ltd.
11. All staff are expected to undertake training to Diploma level.

Administrative

1. To undertake routine administrative tasks and provide written reports and maintain the Young Person's file as required by the organisation's policies and procedures
2. Compile reports, including Review, Progress and Incident reports
3. Adhere to appropriate guidelines and procedures
4. To receive complaints in accordance with the policies and procedures of the organisation
5. To undertake financial management and recording of day to day petty cash maintenance in accordance with the organisation's policies and procedures
6. To carry out duties in accordance with the health & safety at work act, adopting safe working practices, in accordance with the organisation's policies and procedures
7. All duties and responsibilities will be carried out in accordance with the policies and procedures of the organisation
8. To participate in alternating shift pattern

Economic Conditions

Salary	Up to £20k also dependent upon qualifications/experience
Annual Leave F/T	1.6 days per month worked, subsequently following the first full year 20 days per annum plus 8 statutory holidays.
Hours of Work	36 hours F/T, 20 hours P/T
Probationary Period	All appointments are subject to a 6 months probationary period
Sick Pay	As set down in the terms and conditions of employment
Petrol Allowance	Paid when using own car
Pension	The company provides a pension scheme which all staff will be enrolled on from successful completion of induction period. Staff pay 3% which is matched by the company at 3%. To opt out of this scheme you must give written instruction

The organisation reserves the right to change or modify your job description as it thinks fit (in its sole discretion) from time to time.