**JOB DESCRIPTION**

**POSITION:** SUPPORT WORKER

**RESPONSIBLE TO:** TEAM LEADER /HOME MANAGER

**WORKING ENVIRONMENT:**

Specialist service for people with learning disabilities and autism providing a range of residential support and activities specific to the needs of the service users

We are committed to providing responsive, person centred care which promotes the independence, well being and social inclusion of the people we support.

**PRINCIPAL RESPONSIBILITIES:**

* Assist in the provision of a planned and stimulating environment which provides for the care and the emotional and physical well-being of the clients.
* Help in the promotion of mental and physical activity of clients through talking to them, taking them out, and sharing with them in activities such as reading, writing, hobbies and recreations.
* Maintain and create good supportive relationships with both clients and fellow care staff.
* Read and write reports in case notes.
* Take part in staff meetings and training activities.
* Ensure that you are familiar with current policies and procedures that affect you.
* Assist clients with personal care, mobility and any physical disabilities.
* Assist a senior member of staff who has been assessed as competent with medication administration.
* Make and change beds, tidy rooms and assist in general cleaning.
* Inspect, launder and mend clients' clothing if necessary.
* Cook and serve meals and wash up as necessary, and assist clients at meal times as required.
* Answer emergency bells, the door and the telephone, greet visitors.

***In the performance of all duties and responsibilities Support Workers will be expected to show awareness of the entitlements of the clients as follows:***

* *To be involved in determining their own future and be treated with dignity and respect.*
* *To have their wishes, needs and opinions sought, and their choices respected (an advocate may be involved).*
* *To be offered opportunities for social interaction and participation in stimulating and creative community activities.*
* *To have individual personal development plans and to be supported in attaining goals identified in those plans.*
* *The right to offer complaints and comments to the service, and to expect help and support in doing this.*
* *To be well fed, clothed and cared for as necessary.*
* *To have access to all specialist medical and professional services according to individual needs, e.g. psychiatry, GP, dental, chiropody, speech therapy, physiotherapy etc.*

All staff working within the service will be responsible for providing and maintaining high quality supportive relationships which at all times acknowledge the individual rights and personal dignity of the service user, encouraging individual opportunity for growth physically, mentally and emotionally.

# ADDITIONAL INFORMATION:

**Below are indicated some areas of special consideration in terms of working conditions of the job:**

**Sites:**

Can be based at either site, Creedy Court EX17 1AD, Burridge House or Kite House EX17 4EL

**Travel**:

Occasional requirement to attend client-centred activities, training or other related activities away from the work base

**Unsociable hours:**

Shift roster involves some unsociable hours e.g. early mornings, evenings and weekends.

**Wages:**

Hourly rates start at £8.35.

**Pressures Inherent in the Job**:

Dealing with people with learning disabilities/autism, many of whom display complex behaviours, including communication and social disorders, Some Clients may at times display antisocial behaviours in varying degrees

**Other Significant Factors**:

A professional attitude is required, including considerable patience and empathy to work effectively with Clients, and to assist in providing a fulfilling environment within which they can strive to develop their full potential, at the same time accounting for their vulnerability and need for support on an individual basis.

***This job Description is not definitive, but provides initial guidelines of the responsibilities of the post holder and will be reviewed when appropriate.***