

Job Description and Employee
Specification – Locality Support Worker
(Disabilities)

Health & Social Care

Service:	Health & Social Care
Division:	Adult Social Work Services
Job Title:	Locality Support Worker (Disabilities)
Responsible to:	Locality Leader
Grade	NLC4
Conditions of Service	SJC
Date of last review:	

Job Outline

As a member of the Locality Disability Team, to deliver high quality support /care packages to adults with disabilities using person centred approaches in individual/small group settings within local communities and to facilitate meaningful opportunities in mainstream community environments by accessing a range of activities which encompass social, leisure, lifelong learning and employment pursuits.

Main Duties and Responsibilities

To work as part of a team to ensure that all work undertaken adheres to the vision and principles of person centred day opportunities and meets the core aim, objectives and function of the service.

1. To be responsible for ensuring that agreed standards of service delivery are achieved in compliance with relevant legislation, regulations and council policies and procedures.
2. To contribute to the implementation, development and monitoring of individual support plans ensuring they continue to meet the needs of service users including arrangements for measuring outcomes for and with individuals.
3. To support individuals to take part in meaningful, appropriate activities and pursuits in line with their person centred planning arrangements, including travel arrangements and to report appropriately any issues that arise with individuals' supports.
4. To provide high quality personal care for individuals which promotes dignity and respect and meets individual need.
5. To provide support to individuals who have multiple needs including moving and assisting tasks, eating and the administration of medication.
6. To engage with service users/carers and colleagues in ways which ensure high standards of communication and support. To approach the duties of the post in a professional and caring manner having high regard at all times for the dignity and well-being of service users
7. To work as part of a team including organising own workload and contributing to appropriate records and administrative systems, ensuring service user involvement as appropriate.
8. To participate in service users' review processes where appropriate and to ensure service user needs and wishes are listened to.

9. To participate in training, staff development and supervision arrangements consistent with the policies of the service.
10. To ensure an interest in continuing professional development at an individual and team level.
11. To take reasonable care for the health and safety for themselves and other persons who may be affected by their omissions or actions at work.
12. To undertake other duties as required.

This job outline is intended to indicate the broad range of responsibilities and requirements of the post. It is neither exhaustive nor exclusive but, while some variation can be expected in particular duties, the outline is considered to provide a reasonable general description of the post.

SPECIFICATION	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS/TRAINING			
Educated to standard grade or equivalent	X		Verification of Qualifications/Application
Basic literacy and numeracy skills.	X		Verification of Qualifications/Application
SVQ 2 Social Care.		X	Verification of Qualifications/Application
Moving and Handling Training.		X	Verification of Qualifications/Application
First Aid Training		X	Verification of Qualifications/Application
WORK EXPERIENCE			
Some Experience of working with people with disabilities and or sensory impairments and experience of providing high quality personal care for individuals.	X		Application Form/Interview
Satisfactory employment history.	X		Application Form/Interview
Previous experience of working with older adults in a community setting.		X	Application Form/Interview
KNOWLEDGE/SKILL/ABILITY			
A flexible approach with a genuine interest in the welfare of younger adults.	X		Application Form/Interview
Capable of working in an environment without direct supervision.	X		Application Form/Interview
		X	

Awareness of issues that can affect younger adult's ability to access community resources.			Application Form/Interview
PERSONAL QUALITIES/ATTRIBUTES			
Active and flexible and able to offer sensitive and appropriate physical care in a responsible and respectful manner.	X		Interview
Reliable and punctual.	X		Interview
A patient and caring approach to service users and carers.	X		Interview
Confident, articulate.		X	Interview
Ability to assess and interpret changing circumstances and report to senior staff.		X	Interview
OTHER			
Motivated to undertake training relevant to the post	X		Interview