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| **JOB DESCRIPTION** |

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| **Employee**  Job Title : Support Worker – Child  Location : Service user’s residence | **Direct Manager**  Job Title : Case Manager  Location : March House |

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| **Purpose of Role**   * + - To work as a member of the multi-disciplinary team within the clients home environment providing a 24 hour service for a young child with complex physical and emotional needs.     - As a member of the multi-disciplinary team contribute to creating a suitable, safe and supportive environment for the child and family.     - To carry out care and support for the child in accordance with the care plans in place.     - To be competent to care for the child independently in collaboration with the family.     - Wherever necessary, supporting and caring for the child during family social events and holidays, potentially including, with sufficient notice, going abroad. * To support the domestic circumstances and maintain the child and family’s immediate environment (such as van and bedroom / wet room) as required * To provide a supportive care service to the client and family to support the client reach their full potential and enhance quality of life. * To provide a flexible care service to the client and family and where possible and necessary, provide for any emergency care situations such as if a family emergency occurred or the care arrangements break down at short notice. |

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| **Employee** | **Supervisor** | **Employer** |
| Signature :  Date: : | Name : | Name: |

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| **JOB DESCRIPTION Support Worker** |

**Key Responsibilities**

1. To understand, appreciate and work to the team’s mission statement and set of core values
2. Establish and maintain professional working relationships with the child and family. This includes actively listening to the family’s views, decisions and choices to enable full involvement and participation in actions or decisions that affect the child’s day to day life.
3. To contribute to the development and implementation of the child’s risk assessments, in accordance with health and safety guidelines.
4. To promote the child’s independence and autonomy at all times in line with the individuals agreed rehabilitation plan.
5. To be an active, knowledgeable participant in the client’s rehabilitation programme.
6. To ensure confidentiality of information in respect of records maintained and tasks undertaken within the child’s home. This includes maintaining strict confidentiality in relation to any personal information (including that of child’s name, his/her family and other employees) that may become known to you in the course of your work or associated activities
7. To liaise in a professional manner at all times with the child’s family members, friends, advocates and other professionals in order to maximise rehabilitation potential
8. To collaborate with other members of the multi-disciplinary team in all aspects of care.
9. To support parents in a non-judgemental way.
10. To create a suitable, safe and supportive environment for the child.
11. To ensure personal care, food hygiene and medication needs of the child are met sensitively and with respect, in accordance with relevant guidelines.
12. To contribute to care plans in conjunction with the multi-disciplinary team.
13. To carry out all aspects of personal care for the child i.e., bathing.
14. To be trained to deliver certain procedures, i.e., enteral feeding via gastrostomy
15. To administer prescribed medications according to agreed protocols.
16. To complete and contribute to care records for the child according to care carried out.
17. To work flexible contracted hours per week to meet the needs of the child.
18. Work in partnership with the family for the organisation of the care for the child.
19. To work in accordance with the service’s infection control guidelines.
20. To contribute to the development and implementation of service user risk assessments, in accordance with health and safety guidelines.
21. As appropriate, assist in the cleaning and maintenance of the home and maintaining a safe environment for the child and other family members. You will report any hazards, defects or deterioration in the condition of the working environment to the line manager as necessary.

**OTHER DUTIES**

1. To attend, participate in, and contribute to training courses (internal and external) and team meetings in order to contribute to quality services and self-development.
2. To work in accordance with the rota system, working unsociable hours and undertaking waking night or sleep in duties as required. Notify absences or change of circumstances in a timely manner to the line manager, in accordance with your employer’s policy.
3. To comply with your employer’s policies and procedures at all times.
4. To undertake any other duties as may from time to time be specified by your employer that are within the level and responsibility, appropriate to the grade of post.
5. To support the family with travelling arrangements e.g. driving the family vehicle to escort child to social events, school and/or appointments.