

## Job Description

<b>Job Title:</b>	(Ref:272) Female Support Worker - Haverfordwest ( <b>Exemption is claimed under the Equality Act 2010 Part 1 Schedule 9</b> )
<b>Position Description:</b>	<p>Our client is a 15-year-old girl who sustained a brain injury at birth. She has complex needs, including cognitive difficulties, cerebral palsy and autism. She would like her support worker to be enthusiastic, fun, patient and reliable. Whilst helping her to engage in activities and become more independent. You will need to be calm and be able to apply a consistent approach. She attends a special school but only require additional support outside of school hours, enabling her to take part in social activities. Some assistance with personal care.</p> <p>Our client is very kind and caring, fun to be with and a little “sassy!”. She will always help you to help her, as she will tell you what she likes and does not like. Trying something new can make her a bit nervous, so she will need a bit of extra support on those occasions. She is currently thoroughly enjoying going to the local gym and attending other local activities</p> <p>During school holidays your hours are likely to increase to provide extra support at home and to accompany day trips.</p>
<b>Salary:</b>	<p>Weekday (6.30am to 10.30 pm) = £15.59  Bank Holidays (6.30am to 10.30 pm) = £23.39 (1.5 rate)  Sleep shifts (10.30 pm to 6.30am) = £12.21 (minimum wage)</p>
<b>Hours:</b>	<p>Post 1 - 36 hours per week  Post 2 - 18 hours per week</p> <p>Weekdays 3pm to 9am (Inc Sleep shift) . Weekends 8am to 8am (Inc Sleep shift)  <b>Flexibility to work Monday to Sundays and to provide additional support during school holidays</b>  <b>Days and hours to be discussed at interview</b></p>
<b>Location:</b>	Haverfordwest
<b>Responsible to:</b>	Employer/Client
<b>Reporting to:</b>	Employer/Case Manager
<b>Main Responsibilities:</b>	<ul style="list-style-type: none"> <li>• To understand and be mindful of the client’s cognitive difficulties and endeavour to accommodate these.</li> <li>• Adopt a consistent approach with the client in accordance with prescribed methods to compliment the care and therapy aims recommended.</li> <li>• To provide support to the client’s family whilst maintaining a positive and professional relationship.</li> <li>• To adhere to and contribute to the personal plan whilst acting in the best interest of the client.</li> <li>• To demonstrate empathy and understanding in an appropriate and professional manner.</li> <li>• To assist in all therapeutic activities as prescribed by and with supervision of MDT.</li> <li>• To work in collaboration with all colleagues including team members, at all times.</li> <li>• To be aware of significant changes in the client’s health, functioning or behaviour and liaise with the family and case manager as appropriate.</li> <li>• To encourage the client’s independence as far as possible.</li> <li>• To be aware of the client’s vulnerability and take necessary steps to protect them.</li> <li>• Have a high regard for maintaining client confidentiality.</li> </ul>

- Respect the confidentiality and the rights of the client's family.
- To be fully responsible for the client's needs when out in the community, on days out and during activities.
- To ensure all plans, advice and guidelines are followed to meet the needs of the client.
- Actively contribute to supervision sessions, team meetings and training days.
- To ensure all paperwork and records are completed and submitted accurately and on time.
- To organise and manage own time according to delegated workload.

## Person Specification

Qualifications/Training	
Essential	Desirable
<ul style="list-style-type: none"> <li>• To register with Social Care Wales (SCW).</li> <li>• Willingness to work towards or already have QCF/NVQ Level 2 (or equivalent) in Health &amp; Social Care.</li> </ul>	<ul style="list-style-type: none"> <li>• Registered with SCW.</li> <li>• NVQ (or equivalent) in Health &amp; Social Care Level's 2 or 3.</li> <li>• Recent training in First Aid, Health &amp; Safety, Manual Handling, Safeguarding.</li> </ul>
Knowledge/Skills/Abilities	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Good understanding of the needs of a child with Cerebral Palsy/ Learning difficulties/autism.</li> <li>• Ability to develop and maintain productive and professional relationships.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with Cerebral palsy/Autism.</li> <li>• Experience of working to and contributing to personal plans and risk assessment.</li> <li>• Experience of working with families.</li> <li>• Experience of working with multi-disciplinary teams e.g. physiotherapist, occupational therapist, speech and language therapist and psychologist.</li> </ul>
Personal Requirements	
Essential	Desirable
<ul style="list-style-type: none"> <li>• <b>A full UK driving licence and use of a car</b> (endorsements to be disclosed).</li> <li>• <b>Motor Insurance to include business use.</b></li> <li>• Friendly, warm and patient with a proactive and encouraging approach.</li> <li>• Ability to deliver support in an inclusive, respectful manner ensuring the client's privacy and dignity is maintained.</li> <li>• Ability to work independently and use initiative.</li> <li>• Willingness to work flexibly during school holidays.</li> <li>• Punctual, reliable and trustworthy.</li> </ul>	

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| <ul style="list-style-type: none"><li>• Demonstrate a commitment to learning new skills.</li><li>• Good verbal and written communication skills.</li><li>• Good organisational skills and ability to follow instruction.</li></ul> |  |
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