

JOB DESCRIPTION

Job Title:	Part time Community Support Worker
-------------------	---

Directorate:	People	Salary:	<p>For 18.5 hours per week £14,321 - £16,097 per year inclusive of £364 LWA & £963 ECU</p> <p>For 25 hours per week £19,015 - £21,414 per year inclusive of £492 LWA & £963 ECU</p> <p>(FTE £27,681 - £31,232 per year inclusive of £729 London Weighting and £963 ECU)</p>
---------------------	---------------	----------------	---

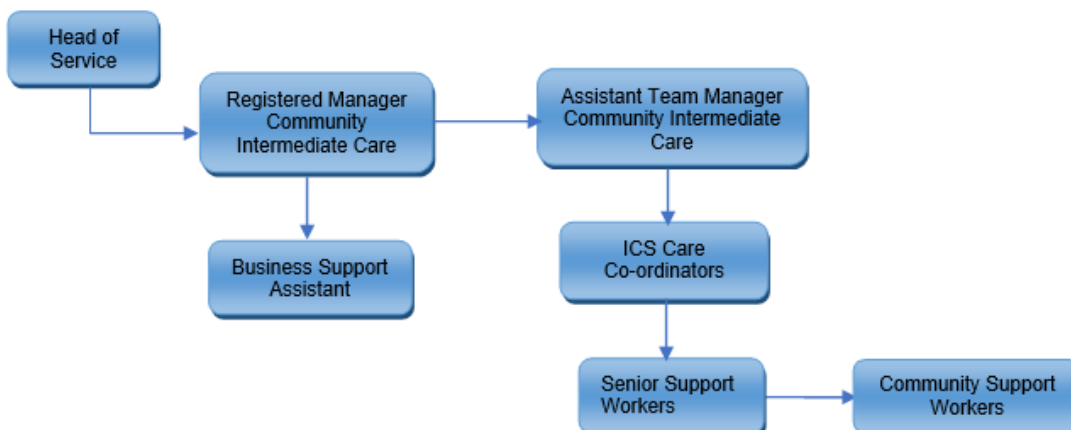
Section:	Community Intermediate Care Service	Grade:	BG-I SCP 6-14
-----------------	--	---------------	----------------------

Location:	Time Square	Work Style:	Hybrid
------------------	--------------------	--------------------	---------------

Key Objectives of the role

- Work as a member of Domiciliary Intermediate Care Service to deliver individualised care, support and rehabilitation to people who use the service.
- Aim to support people to do things important to them, independently and enhance their quality of life and encourage them to achieve their optimum level of independence.
- To support people by enabling the provision of effective programmes to promote independence. Work within the aims and objectives of the service and the policies and procedures of Bracknell Forest Council (Adult Social Care) and Berkshire Healthcare NHS.

Designation of post and position within departmental structure



Daily and monthly responsibilities

Work as part of an integrated, multi-disciplinary team.

To undertake all work in accordance with current CQC guidelines and actively participate in any relevant inspections.

To maintain and write records including electronic records and reports on people in accordance with departmental policies.

Provide and work within a planned programme of rehabilitation, care and support for people who use the service following an assessment of their needs, including personal care, meal preparations, exercises and mobility, cognitive therapy and therapeutic moving and handling.

To monitor and make observations of general behaviour, abilities and responses of people who use the service. Record and report information in relation to the person's situation and review outcomes and risk assessments as the person's condition changes. Maintain accurate records.

To monitor, prompt or administer medication as per policy and procedures and according to the person's support plan and in line with signed competency level.

Report concerns or queries to the appropriated person – Registered Manager/Assistant Team Manager/GP/Social Worker/ICS Nurses/DN/Therapist or Support Co-ordinators.

Undertake statutory and mandatory training, participate in identifying own training needs, attend training programmes and contribute to the induction of new staff within the service. Develop and maintain own competencies in all areas of care, support and rehabilitation.

To communicate effectively with people using the service and carers to maximise potential and ensure understanding of interventions, using a wide range of communication skills including skills of motivation, explanation, gaining trust and gaining informed consent. This includes use of effective communication skills in challenging situations with people who have impaired cognitive and communication abilities, highly emotive situations and situations in which there are opposing opinions.

Contribute to the planning, delivery and reviewing of person's reablement programme and support the Therapist/Social Worker/Support Co-ordinator/Senior Support Worker.

To take an active role in health promotion including falls prevention, importance of activity, good nutrition and healthy living.

Take responsibility for corporate IT and mobile equipment which is used to access Bracknell Forest Council databases and Care Management mobile application in line with all policies and procedures regarding their use.

Scope of role

Principle Contacts:

Other team members and colleagues, including Support Co-ordinators and other professionals e.g. GPs, District Nurses, Physiotherapist, ICS Nurses, Social Workers, Occupational Therapists, Housing Colleagues, outside agencies including environmental services, voluntary organisations and members of the public including families and carers of people who use our services.

All employees working with vulnerable adults have a responsibility for safeguarding and

promoting their welfare.

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	<p>Education to GCSE standard or equivalent.</p> <p>Willingness to undertake QCF/RQF qualification within 6 to 12 months of commencing the post.</p>	<p>Qualification Credit Framework (QCF) or National Vocational Qualification (NVQ) or Regulated Qualifications Framework (RQF) in Health and Social Care Level 2 or 3</p> <p>Care Certificate</p>
Competence Summary (Knowledge, abilities, skills, experience)	<p>Experience of working with people and motivating people back to their previous levels of independence.</p> <p>Understanding of and commitment to the requirements of safeguarding vulnerable adults and promoting their welfare.</p>	<p>Knowledge/experience of care in the community or rehabilitation setting.</p> <p>Experience of working in a team.</p>
Work-related Personal Requirements	<p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p> <p>Daily access to a car.</p> <p>Good level of organisational skills, including the ability to prioritise workload in a busy environment.</p> <p>Ability to work well and liaise with other team members and able to work alone and under own initiative.</p> <p>Able to identify changing needs in others and self.</p> <p>Able to adhere to a set support people for individual people.</p> <p>Able to motivate people and monitor their progress.</p> <p>Able to cope with and analyse changing situations, including situations of conflict.</p> <p>Practical problem-solving skills.</p> <p>High level listening skills, verbal and</p>	<p>Able to deal calmly and appropriately with an emergency/crisis situation.</p> <p>To have a basic understanding of general health conditions e.g. diabetes, incontinence, dementia, stroke, orthopaedic conditions.</p>

written communication skills.

Cultural awareness, equality diversity and inclusion.

Other Work Requirements

A satisfactory Enhanced Disclosure and Barring Service check.

The ability to converse easily in spoken English, explain complex or technical information to members of the public and respond effectively to detailed or complex questions for an extended period of time.

This post is exempt from the Rehabilitation of Offenders Act 1974.

A degree of physical agility is required and an ability to safely move light to moderate loads.

Working flexibly within a set pattern of working hours and rota, including Bank Holidays and weekends.

Role models and demonstrates the Council's values and behaviours

Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.

We make our values real by demonstrating them in how we behave every day.

All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.

