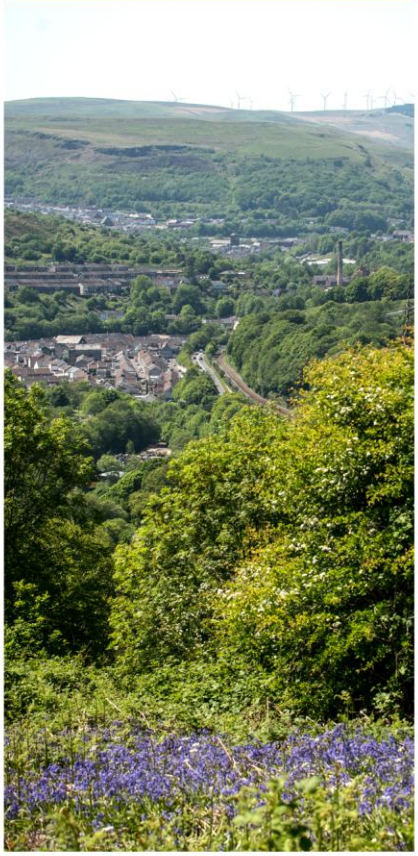
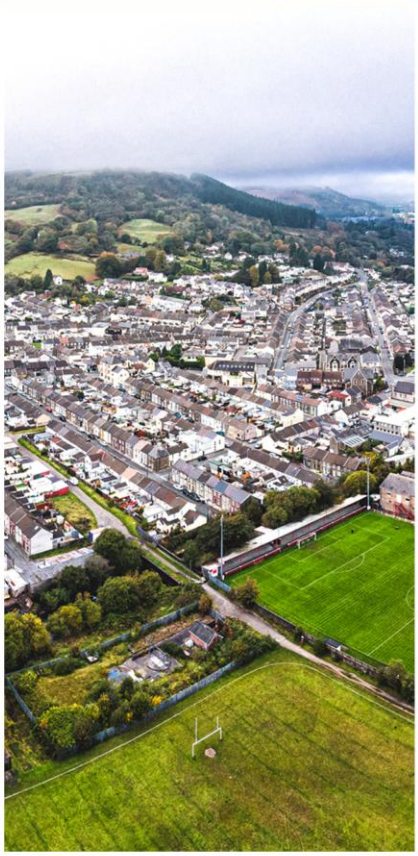
SWYDDI CYNGOR
RHONDDA CYNON TAF
COUNCIL JOBS

RHONDDA CYNON TAF







# Pecyn Gwybodaeth i Ymgeiswyr

# Candidate Information Pack

**Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh**

# JOB DESCRIPTION - RESIDENTIAL CHILD CARE PRACTITIONER

As a Residential Child Care Practitioner, you will be part of a caring team, that provides a safe, nurturing home, led and supported by a Registered Manager, and experienced Senior staff.

You will be committed to improving the lives of children with complex needs and those who have experienced childhood trauma.

You will need to work creatively with a high level of active engagement in activities and direct work. You will be supported and trained to practice in a therapeutic environment, utilising the Trauma Recovery Model of care.

Much of your role will be spent supporting individuals to work through their individual experiences, with the goal of aiding recovery and building resilience, to achieve their personal goals.

*Post Reference Number: Various*
*Date of Job Description: October 2023*

| | |
|---|---|
| **Grade** | GRADE 7 |
| **Location** | APPLICABLE TO ALL CHILDREN'S SERVICES RESIDENTIAL HOMES |
| **Group** | COMMUNITY & CHILDREN'S SERVICES |
| **Division** | CHILDREN'S SERVICES |
| **Department/Section** | FAMILY SUPPORT AND ACCOMMODATION SERVICES |
| **Team/Sub Section** | RESIDENTIAL SERVICES |
| **Responsible to** | REGISTERED MANAGER |
| **Posts reporting to this post** | NONE |
| **DBS Required** | YES – ENHANCED CHILDREN'S WORKFORCE WITH 3 YEARLY RENEWAL |

## Why work for Rhondda Cynon Taf Council?

**Rhondda Cynon Taf Council is one of the largest Local Authorities in Wales. Our vision is for a Rhondda Cynon Taf where "All people, communities, and businesses can grow and live in a healthy, green, safe, vibrant, and inclusive County Borough where they can achieve their full potential in all aspects of their lives and work, both now and in the future"**

If you work for us, your work contributes to making a positive difference in our communities. We are committed to creating a rewarding and inclusive working environment that reflects our values and priorities.

We provide excellent induction, training, and development programmes to help you grow within your role and career. You'll be challenged and supported through new opportunities to build new and transferable skills whilst making an impact.

**Wellbeing and Work-Life Balance**
In our comprehensive Workforce Wellbeing Strategy, which recognises the many elements influencing overall wellbeing. We offer a wide range of benefits and support services to help you thrive in the workplace.

You will have access to a range of wellbeing initiatives including discounted **Leisure for life** membership**, 'Vivup Card'** for discounts on hundreds of products and services and a **Cycle to Work** scheme.

We commission an **Employee Assistance Programme** (EAP) which gives access to 24/7 wellbeing support as well as a wealth of online resources including self-help workbooks, podcasts and health assessments.

Our **pension scheme** offers competitive benefits, with additional financial savings to be had with discounts on hundreds of products and technology and car purchase schemes providing additional ways to manage personal finance, all available through the **staff benefits** platform. There are further opportunities to boost financial wellbeing by learning more via the **Salary Finance** workshops.

In addition, we support work-life balance through flexible, family friendly policies and a generous annual leave entitlement, starting at 26 days (pro rata) rising to 31 days after 5 years of service, plus 8 public holidays and the option to purchase additional annual leave (up to 10 days pro rata). Our inclusive workplace also celebrates diversity with staff networks for employees including the Allies Network, Disability and Carers network, Perthyn (LGBTQ+ Network) and Spotlight (open to Black, Asian, and minority ethnic staff).

**Please see our career pages to find out more about working for us.**

## Post Locations:

**BEDDAU COMMUNITY HOME**

Located in Beddau, Pontypridd, this home provides long term care and support for 5 children and young people.

**WILLOWFORD HOUSE**

Located in Gwaelod Y Garth, Pontypridd, this home provides care and support for 3 children and young people

**TY BRYNNA**

Located in Pontyclun, this home is a long- term solo placement providing care and support to 1 child/ young Person

**BRYNDAR**

Located in Cwmdare, Aberdare this home provides long term care and support to 5 children and young people

**NANTGWYN**

Located in Aberdare, this home provides respite and short breaks for up to five children and young people who have a disability

**CARN INGLI**

Located in Aberdare, this home provides short term assessment for 2 children and young people

**YSTRAD FECHAN**

Located in Treorchy, the home provides same day placements for 5 children and young people who require assessment of their needs

**CARTREF MYNYDD**

Located in Wattstown near Porth, this home provides long term care and support placements for four children and young people

**TY NI**

Located in Llanharran, this home is a long- term solo placement providing care and support to 1 child/ young Person

**Other Locations in RCT**

In order to meet need and our duties to children and families, the Council is developing additional new residential care settings.

## Purpose of the post:

To ensure the provision of a skilled and expert service to children/young people and their families/carers who are experiencing difficulties, by providing planned and same day placements to children/young. The role will involve providing trauma informed care and support, either on a respite, planned or same day basis. This will involve working directly with children, their families/ carers, and other professional to ensure that personal goals can be achieved.

To work in an innovative, trauma informed way to ensure positive outcomes for vulnerable children and young people. Providing, trauma informed interventions to children/young people as directed through their individual plans.

Supporting children/young people to return home to parents, return home to relatives or carers, where this is assessed as a positive outcome.

To, through direct work and trauma informed practice, deliver evidenced based interventions to all involved in the child/young person's plan

To safeguard and promote the wellbeing of vulnerable children and young people who are in crisis

To participate in effective partnership working and engagement and to work collaboratively with a range of professionals and organisations

To work in partnership with children/young people, parents/carers and significant others to understand and assess needs, and co-produce personal plans

To complete written reports as required in line with Children's Services policies and practices, and in line with the requirements of The Regulation and Inspection of Social Care (Wales) Act 2016

To ensure that the views of children/young people are listened to as part of their day to day care

### What you will deliver:

1. To work with others within the team to plan and deliver individual programmes of trauma informed care and support for children/young people,their families/carers.

2. The Residential Child Care Practitioner will be flexiable in their approach to delivering interventions and as such will work on a flexiable rota, including day's, afternoon's, weekends and statutory holidays. Sleep in duties will also be required.

3. To act as a dedicated Key Worker to individual children/young people

4. To deliver interventions which support the strengths of children/young people

5. To provide structure and routine to every day life, through planned activities and interventions

6. To be an active participant in a variety of planned activites and interventions

7.To contribute to the structure and routine of the day by caring out routine tasks, such as preparing meals, laundry, cleaning, shopping and supporting children/young people to make a contribution to this

8.To participate, with other team members, in taking children/young people on activites which are designed to form positive relationships and trust.

9.To build professional relationships with children/ young people and their families and to use that relationship to safeguard and promote positive outcome

10.To work directly with children/young people and their parents/carers either seperatley or as a family

11.To promote the wellbeing of children and young people, by providing personal care where required and encouraging an interest in education, community and a healthy lifestyle.
12.To be alert to signs of distress or abuse, and to ensure that the children and young people are monitored and protected.

13.To report any practice concerns to the relevant manager without delay

14. To understand and respect the rights of children and young people

15.To maintain records using the required ICT system

16.To undertake recording in line with Divisional procedures

17. To inform colleagues of relevant developments and engage in handover between shifts

18. To share information about children/ young people with other agencies in order to safeguard them and promote their welfare in line with the requirements of the Data Protection Act

19.To identify and record risk and contribute to the management of these

20. To liaise closley with case responsible Social Workers to ensure the plan is moving forward and provide written evidence of the work undertaken and progress made

21. To liaise with other agencies and professionals, to ensure needs are identified and met

22. To provide for children's/young people's physical needs where necessary, and part of the personal plan

23. To administer medication in line with the personal plan

24. To deal promptly and sensitivley to complaints from those using the service, within the framework of the Councils Complaints Procedure

25.To attend and contribute to case conferences, reviews, progress meetings and other meetings when necessary

26. Promote the welfare and wellbeing of children /young people and when appropriate advocate for them

27.To act as a team member, supporting collegues and accepting support as necessary

28.To work jointly with team colleagues on identified cases

29.To attend and participate in team meetings as required

30.To engage in practical activities within the home and grounds to ensure it's upkeep, safety, such as cleaning

31. To transport children/ young people to appointments, meetings ect. in line Parental Duties

32.To be accountable for all monies allocated for specific purposes

33. To participate in regular supervision in line with The Regulation and Inspection of Social Care (Wales) Act 2016

34.To participate in training and staff development programmes as deemed appropriate by the Line Manager

35.To provide a service which is anti -discriminatory on the grounds of race, sex, age, marital status, sexual orientation, disability, religion or nationality

36.To operate Health and Safety standards and procedures, which comply with statutory requirements and the Divisions policies

37.To comply with legislation, regulations, polices, procedures and standards of good practice

38.To work in line with the Code of Professional Conduct

To undertake such other duties and responsibilities commensurate with the grade, as may be reasonably required by the Service Director, or as a mutually agreed development opportunity.

To comply with the Council's Health and Safety Policies and procedures and undertake any relevant health and safety duties in accordance with local arrangements.

To support the Council to play its part in tackling Climate Change and meeting its Carbon Reduction targets across the services it delivers and also in the goods and services it buys or commissions from other organisations.

All staff have a valuable and vital role in keeping people safe. Any person with concerns regarding the safety of a child or adult at risk, OR the behaviour of a colleague towards a child or adult at risk, has a responsibility to report this immediately. This should be done via the person's Line Manager, Designated Safeguarding Lead or contact the Cwm Taf Multi Agency Safeguarding Hub.

**THE CONTENTS OF THE DOCUMENT WILL BE SUBJECT TO REVIEW FROM TIME TO TIME IN CONSULTATION WITH THE POST HOLDER. JOB DESCRIPTIONS MAY BE AMENDED TO REFLECT AND RECORD SUCH CHANGES.**

## PERSON SPECIFICATION

**This Person Specification sets out the knowledge and/or qualifications, past experience and personal competencies that would be ideal for this particular post.**

The **Knowledge/Qualifications** and Experience sections describe what is required in terms of the technical ability that is needed to do this job successfully.

The **Competencies** section describes the kinds of non-technical skills, abilities and personal characteristics that the ideal person for this particular role would have. The competencies describe how that person would ideally work with other people and how they would approach their responsibilities.

The **Special Conditions and Professional Requirements** section describes any other qualities appropriate to the particular circumstances associated with this role.

### Knowledge / Education:

| Essential | Desirable |
|---|---|
| A firm commitment to continuous professional development | QCF /NVQ Level 3 Diploma in Health and Social Care (Children and Young People) |
| Welsh Language Level 1 - All employees will be required to undertake a basic Welsh Language Induction to reach this level.<br>Please refer to The Welsh Language Skills Guidance online www.rctcbc.gov.uk/WelshSkills | Welsh Language Level 2 to Level 5.<br>For details on the levels please refer to The Welsh Language Skills Guidelines, which can be found in the Welsh Services section of the RCT Council Website. |
| A commitment to undertake and complete QCF Level 3 Diploma in Health and Social Care (Children and Young People) within 2 years of registration with Social Care Wales | |
| An understanding of the Rights of Children and Young People | |

### Experience:

| Essential | Desirable |
|---|---|
| Can demonstrate a having participated in the direct care of children or young people | Experience of working with Children and Young People in crisis |

| | |
|---|---|
| | A proven commitment to working with children/ young people who are in crisis |

## Welsh language skills:

| Essential | Desirable |
|---|---|
| Welsh Language Level 1 ☒<br>*All employees will be required to undertake a basic Welsh Language induction to reach this level*<br>Welsh Language Level 2 ☐<br>Welsh Language Level 3 ☐<br>Welsh Language Level 3-5 ☐<br>Welsh Language Level 4 ☐<br>Welsh Language Level 5 ☐ | Welsh Language Level 2 ☒<br>Welsh Language Level 3 ☐<br>Welsh Language Level 3-5 ☐<br>Welsh Language Level 4 ☐<br>Welsh Language Level 5 ☐ |
| For details about the levels please refer to 'The Welsh Language Skills Guidance' online: www.rctcbc.gov.uk/WelshSkills | |

## What skills you will use in the workplace:

| **Competency** | **Community & Social Care Competency Framework** |
|---|---|
| **Competency Areas** | **Competency behaviours and values** |
| **Looking after Service Users best interests** | Listens to views of the service user and includes those involved with the service user to define the best way forward<br><br>Supports and enables service users to make decisions |
| **Achieving Results** | Takes responsibility<br><br>Is flexible, can switch tasks/roles/priorities to deal with new demands, changes or new information<br><br>Demonstrates professional competence and consistently delivers high quality outcomes |
| **Working with Partners** | Works to overcome conflicting viewpoints for the best interest of the service user; |

| | |
|---|---|
| | Recognises the value and expertise of others in the wider environment;<br><br>Keeps partners informed and up to date with what is happening with service users; |
| **Working with Team Members** | Recognises that all members of the team have different skills and experiences that can be drawn on;<br><br>Builds lasting positive and supportive relationships based on trust;<br><br>Contributes to a strong team spirit of shared responsibility; |
| **Earning Service Users Trust** | Maintains clear professional boundaries, whilst demonstrating a clear understanding of the service users issues<br><br>Sets up/supports care packages that genuinely meet identified needs as much as possible<br><br>Is person centred and empathetic in responding to the individuals emotional and psychological wellbeing |
| **Encouraging Professional Development** | Recognises that there is always room for self improvement;<br><br>Participates in regular reviews and supervisions to identify goals and areas for development; |
| **Communication Effectively** | Genuinley listens to others views, openly considers what they are saying<br><br>Is able to deliver difficult messages sensitivley<br><br>Communicates clearly and concisely |
| **Complying with Health & Safety** | Puts measures in place to minimise risk of incidents<br><br>Is aware of all relevant Health and Safety procedures |

## Special Conditions and Professional Requirements

Personal responsibility for registration with Social Care Wales on appointment (or on completion of the Social Care Induction Framework) and continuous registration on Part 2 of the Register thereafter

Enhanced Childrens Workforce DBS Check on appointment, and at three yearly renewal thereafter

This post will require the post holder to work in a flexiable manner outside normal office hours, including evenings/ weekends/ statutory holidays

Flexibility and responsiveness to changing priorities

Requirement to travel independently throughout Rhondda Cynon Taf and out of county on a needs basis.