Isle of Anglesey County Council

Job Description / Person Specification

PART A

Job Title: Children's Care Home: Residential Child Care Worker

Post Number:

Service / Section: Provider Unit

Grade: Grade 4

Overall Job Purpose:

To ensure that Looked After Children & Young People who have a Plan for permanency to live in a residential home in Anglesey, receive the appropriate levels and standards of care and support and to create a happy, safe and supportive environment for those individuals. This will include undertaking a variety of activities and duties over a 24-hour period (including sleeping in overnight or awake nights and unsociable hours).

As the children/young people in the SGH move to independence the RCW will continue to provide practical assistance, care and support to individuals to enable them, when they are ready and able to do so after the age of 18 years, to move to live independently in their SGH within the community.

General: *To comply with the local authority's Corporate Safeguarding Policy and the safeguarding duties and responsibilities which that policy places on every employee, aligning with the core values of the Authority which includes supporting children, adults who may be at risk and their families to keep them safe and healthy.*

Main Duties / Responsibilities:

To contribute to the implementation of children/young people's casework as outlined in the children/young people Part 6 Care and Support Plan.

To observe, recognise, record and interpret boundaries and set limits in relation to those children/young people being accommodated and respond to challenging behaviour in accordance with the SGH's care and control policies/procedures.

To participate in the development and implementation of programmes for children/young people that assist them to address presenting problems and behavioural issues.

To develop close professional links with other staff of the department and other agencies and organisations.

To undertake the role of key worker to children/young people, as allocated.

To participate in staff supervision, performance review, training and development programmes arranged by the department.

To participate in staff and other professional meetings and provide verbal and written reports when required.

To maintain records and work at all times in accordance with the SGH's statement of purpose and function.

To handle financial matters within the SGH in accordance with the authority's financial regulations.

To act as a member of the SGH's team, supporting colleagues and being prepared to receive support as necessary.

To inform colleagues of developments, for example, during handover.

To report to RCW Co-ordinator, (your line manager), or other appropriate person), any malpractice or evidence which you consider has occurred.

To share in the practical activities necessary to maintain the SGH and to set high standards in "home-making".

To care for the fabric, equipment and grounds of the SGH.

Provide the care, support and guidance required by children/young people in undertaking their everyday tasks.
Follow children/young people support guidelines and work with other members of the team to undertake 'home living' duties, such as shopping, cooking, cleaning, gardening, washing, responding to correspondence etc. You will guide and support children/young people in these tasks as they work towards living independently in the home.

Support children and young people to look after their health and attend medical appointments and other health care appointments.

Assist children and young people to take their medication correctly when required.

Assist children/young people to manage and keep track of their pocket money and savings.
Support children/young people to keep in touch with their family, friends and advocates.
Encourage and assist children and young people to make their own choices by communicating their needs and understanding the consequences of their actions.

When a young person has achieved their own tenancy for the home, assist them to maintain it in order to comply with health and safety standards and the conditions of their tenancy agreements.

Keep full and clear records and communicate openly and honestly with all members of the RCW Team and the RCW Co-ordinator.

Attend and contribute to Team Meetings.

Attend regular supervision sessions and annual appraisal with the RCW Co-ordinator.

Undertake training in line with the job's statutory requirements and as deemed appropriate by the RCW Co-ordinator.

Ensure confidentiality at all times and follow the SGH and corporate Child Protection policies and procedures.

To work to the principles as outlined in the Social Care Wales Practice Guidance for Residential Child Care Workers.

To complete any other relevant duties that are deemed appropriate for the role and responsibilities.

Person Specification:	**Essential (E) Desirable (D)**
Education and Training **The minimum educational requirements/professional or vocational qualifications for the post:**	
1. Level 3 Diploma in Health and Social Care (Children & Young People) or an equivalent qualification relevant to this post.	**Essential**
2. Educated to 5 GCSEs level, Grade C or above.	**Essential**
3. Registered with Social Care Wales, or willing to work towards completing the All Wales Induction Framework (AWIF) qualification within a 6 month timescale to be able to register with SCW.	**Essential**
4. Positive attitude towards children and young people and colleagues.	**Essential**
5. Confident and able to contribute in a team environment.	**Essential**
6. Shows compassion and sensitivity towards other people's needs.	**Essential**
7. Respect for dignity, independence, choice and privacy.	**Essential**
8. Flexibility in terms of working hours (especially unsociable hours, overnight and weekends, sleeping in duties).	**Essential**
9. To undertake sleep-in duties, work unsociable hours and complete sleep-in/waking night duties at various SGHs as required to meet the children's needs of the children/ young people living in the SGH.	**Essential**
10. Physically able to implement physical interventions.	**Essential**
11. Current driving license / ability to drive a car.	**Essential**
12. To be registered with Social Care Wales as a Residential Child Care Worker.	**Essential**
Any specific training required for the post including Certification: **1.** **2.**	
Key Competence Requirements **Job related knowledge:**	
1. Experience of working effectively with Looked After children and young people and those who present challenging behaviour.	**Essential**
2. Robust information about the principles of services for Looked After Children and Young People, including being able to demonstrate an understanding of	**Essential**

the Children Act 1989, Social Service Wellbeing (Wales) Act 2014 and Regulations and Inspection of Social Care (Wales) Act 2016.	**Essential**
3. Demonstrate an understanding of residential child care practices and the signs/symptoms of abuse.	**Essential**
4. Able to record events effectively and produce clear written reports.	**Essential**
5. Ability to communicate both verbally and in writing in English.	
Specific skills:	
1. Good natured with the ability to get on with people.	**Essential**
2. Ability to work creatively with young people in partnership with their families and other social work staff.	**Essential**
3. Must be able to deal with difficult encounters and critical situations and apply appropriate / innovative strategies in dealing with anger, stress and upset.	**Essential**
4. Able to make accurate assessments and contribute effectively and creatively to meetings.	**Essential**
5. Able to work effectively and efficiently alone and also as part of the wider residential team.	**Essential**
6. Flexible and able to contribute positively to change situations.	**Essential**
7. Demonstrate experience of working with individual young people and their families in a planned way, in partnership with other social work staff and agencies.	**Essential**
8. Ability to make decisions/recommendations, individually and as part of a team.	**Essential**
9. Ability to act responsibly and be accountable for monies allocated for specific purposes.	**Essential**
10. Able to manage stress/Stressful situations effectively physically and emotionally fit.	**Essential**
11. Able to undertake activities involving manual handling and/or restrictive physical intervention.	**Essential**
12. Ability to work unsociable hours and be flexible to the changing needs of young people.	**Essential**
13. Experience of working effectively with children and young people who present challenging behaviors.	**Essential**

Position in the Organisation:	
Reports to:	
Staff Supervised:	

Working Arrangements and Conditions:	
Working Week:	Any 5 out of 7 Monday – Sunday
Identified Work Base:	Anglesey
Contracted Hours:	21

Language Requirements

Welsh Language Skills (Please see the skills framework attached)

Listening (Tick One)		Level 1 ☐	Level 2 ☐	Level 3 ☒	Level 4 ☐	Level 5 ☐
Reading (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☒	Level 4 ☐	Level 5 ☐
Speaking (Tick One)		Level 1 ☐	Level 2 ☐	Level 3 ☒	Level 4 ☐	Level 5 ☐
Writing (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☒	Level 4 ☐	Level 5 ☐

English Language Skills (Please see the skills framework attached)

Listening (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☐	Level 4 ☐	Level 5 ☒
Reading (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☐	Level 4 ☐	Level 5 ☒
Speaking (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☐	Level 4 ☐	Level 5 ☒
Writing (Tick One)	Level 0 ☐	Level 1 ☐	Level 2 ☐	Level 3 ☐	Level 4 ☐	Level 5 ☒

Flexibility

Your attention is drawn to the fact that in some cases particular duties and responsibilities are difficult to define and may vary from time to time without changing the general character of the duties and level of responsibilities entailed. In addition, it is a requirement of all employees that they accept elements of flexibility in duties and responsibilities and when necessary interchange within the organisation which will meet the changing needs and demands of the service. Such a requirement will enable the particular expertise of the post-holder to be developed and maximised to the mutual benefit of both employer and employee.

Date of preparation of this job description document:	May 2022

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Language Skills - Workplace Assessment Levels

(i) Listening

0	No skills
1	Able to understand basic enquiries in Welsh /English
2	Able to understand a basic social conversation in Welsh / English
3	Able to follow routine conversations involving work between fluent Welsh / English speakers
4	Able to follow the majority of conversations involving work including group discussions
5	Able to understand all conversations involving work

(ii) Reading

0	No skills
1	Able to read basic words and phrases, e.g. signs or short and simple notes
2	Able to read basic material involving work (slowly)
3	Able to read routine material with a dictionary
4	Able to read the majority of material in own area
5	Able to understand all material involving work

(iii) Speaking

0	No skills
1	Able to conduct a general conversation [greetings, names, saying, placenames]
2	Able to answer simple enquiries involving work
3	Able to converse with someone else, with some hesitancy, regarding routine work issues
4	Able to speak the language in the majority of situations using some Welsh / English words
5	Fluent – able to conduct a conversation and answer questions, for an extended period of time where necessary

(iv) Writing:

0	No skills
1	Able to write basic messages
2	Able to answer simple correspondence with assistance
3	Able to draft routine text, with editing assistance
4	Able to prepare the majority of written material related to the area, with some assistance in terms of revision
5	Skilled – able to compete written work without the need for revision