# DARLINGTON BOROUGH COUNCIL

 **CHILDRENS AND ADULTS**

**JOB DESCRIPTION**

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| **POST TITLE :**  | Residential Child Care Worker  |
| **GRADE :****JOB EVALUATION NO.** | MA505 |
| **REPORTING RELATIONSHIP** | Responsible to Registered Manager (Children’s Homes) |
| **JOB PURPOSE :** | To act as a Corporate Parent for Children Looked After and an assertive champion for Children in Need in accordance with the National Quality Care Standards for Children’s Homes |
| **POST NO.****PDR COMPETENCY FRAMEOWRK** | D12778, D13532Level 1, Expected Competencies for all employees |

**MAIN DUTIES/RESPONSIBILITIES**

1. This post has a high level of contact with, and responsibility for, children
2. To safeguard and promote the welfare of children for whom you have responsibility, or with whom you come into contact, to include adhering to all specified procedures.
3. To work in partnership with others to ensure the requirements of the National Quality Care Standards for Children’s Homes are met.
4. To participate in implementing, monitoring and reviewing individual young people’s Care Plans to meet the identified needs and to participate in planning meetings and Reviews as necessary.
5. To work in partnership with young people, their families, Social Workers and other relevant agencies in meeting the physical, social and educational needs of the young people. To take on the role of a key worker.
6. To ensure that work with young people is in line with legislative, procedural and good practice requirements.
7. To ensure the safety and welfare of young people, ensure their rights are effectively provided and safeguarded and provide good quality care, which is free from oppressive features.
8. To understand and be familiar with Darlington’s Safeguarding Children’s Board, Child Protection Procedures and to implement them appropriately.
9. To work as a member of a team, communicate effectively with colleagues and to attend and participate in induction, supervision, appraisal and staff meetings as required.
10. To undertake training as required, achieving and maintaining practice competence.
11. To contribute to service and practice developments within the residential service.
12. In accordance with the Care Standards Act 2000, Quality Care Standards, Regulations for Children’s Homes and General Social Care Council Code of Practice, successful applicants are required to:-
* Undertake a full Induction training programme within 6 weeks of joining the Home
* Hold the Health and Social Care NVQ Level 3 or another qualification, which matches the competencies
1. Satisfactory completion of the Council’s 26 week probationary period is subject to compliance with the above requirements.
2. This post has a high level of contact with, and responsibility for, children
3. To safeguard and promote the welfare of children for whom you have responsibility, or with whom you come into contact, to include adhering to all specified procedures.
4. Ensure that you work in line with all the Council’s policies and procedures and ensure that you are aware of your obligations under these.
5. Behave according to the Employees’ Code of Conduct and ensure that you are aware of your obligations and responsibilities re. Conflicts of interest, gifts, hospitality and other matters covered by the Code.
6. Carry out your role in line with the Council’s Equality agenda.
7. To comply with health and safety policies, organisational statements and procedures, report any incidents / accidents/ hazards and take a pro-active approach to health and safety matters in order to protect yourself and others.
8. Any other duties of a similar nature related to this post that may be required from time-to-time.
9. Darlington Borough Council and schools within the Borough are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.
10. You are required to safeguard and promote the welfare of children for whom you have responsibility, or with whom you come into contact, to include adhering to all specified procedures.
11. This post has a high level of contact with, and responsibility for, children
12. This post is deemed to be a ‘Customer Facing’ role in line with the definition of the Code of Practice on the English language requirement for public sector workers.
13. This post is subject to an enhanced disclosure. The successful applicant will be subject to the relevant vetting checks before an offer of appointment is confirmed. Following appointment the employee will be subject to rechecking as required from time to time by the Council.

Date: June 2018

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**DARLINGTON BOROUGH COUNCIL**

**CHILDRENS AND ADULTS SERVICES**

 **PERSON SPECIFICATION - RESIDENTIAL CHILD CARE WORKER**

**POST NO – D12778, D13532**

All appointments are subject to satisfactory references.

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| **Criteria No.** | **Attribute** | **Essential****(E)** | **Desirable****(D)** |
|  | **Qualifications & Education** |  |  |
| **1** | NVQ Level 3 in Health and Social Care **or** Level 3 Children and Young Peoples Workforce Diploma **or** equivalent qualification | **E** |  |
| **2** | 5 GCSE’s A\*-C |  | **D** |
| **3** | DipSW or equivalent or relevant degree or qualification in social care or related field. |  | **D** |
|  | **Experience & Knowledge** |  |  |
| **4** | Basic understanding of The Children Act 1989; The Children Act 2004; The Children & Young Persons Act 2008 | **E** |  |
| **5** | Experience of working with young people in residential care or a related setting | **E** |  |
| **6** | Knowledge of Child Protection and Local Safeguarding Children Board procedures. | **E** |  |
| **7** | Ability to demonstrate an understanding of the development needs of adolescents. | **E** |  |
| **8** | Knowledge of the Quality Care Standards for Children’s Homes. |  | **D** |
| **9** | Knowledge of aims and outcome of “Every Child Matters”. |  | **D** |
| **10** | Knowledge of Health and Safety procedures. |  | **D** |
|  | **Skills** |  |  |
| **11** | Ability to communicate both orally and in writing to a wide range of audiences. Able to demonstrate acceptable levels of numeracy and literacy | **E** |  |
| **12** | Ability to assess and establish and implement plans. | **E** |  |
| **13** | Promote the social, educational and health needs of young people. | **E** |  |
| **14** | Ability to facilitate a range of activities to promote the development and independent living skills of young people | **E** |  |
| **15** | IT Literate, capable of using MS Word / Excel and office packages | **E** |  |
| **16** | Leadership skills |  | **D** |
| **17** | Ability to support young people who abuse substances |  | **D** |
|  | **Personal Attributes** |  |  |
| **18** | Reliable with a flexible approach | **E** |  |
| **19** | Ability to form and maintain appropriate relationships and personal boundaries with young people. | **E** |  |
| **20** | Ability to relate well and engage with young people. | **E** |  |
| **21** | Ability to establish priorities | **E** |  |
| **22** | Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline. | **E** |  |
|  | **Special Requirements** |  |  |
| **23** | The ability to access reliable transport to carry out the travel requirements of the post. | **E** |  |
| **24** | Able to undertake shift work, including ‘sleep-ins’, as required. | **E** |  |
| **25** | Interest in working with children to promote their development and educational needs. | **E** |  |
| **26** | Ability to form and maintain appropriate relationships and personal boundaries with children. | **E** |  |
| **27** | Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline. | **E** |  |
| **28** | Suitability to work with children. | **E** |  |
| **29** | Satisfactory Enhanced DBS Disclosure | **E** |  |
| **30** | The ability to communicate at ease with customers and provide advice in accurate spoken English | **E** |  |