

 Stockton-on-Tees BOROUGH COUNCIL		JOB DESCRIPTION
DIRECTORATE:		Adults & Health
SERVICE AREA:		Reablement Services
JOB TITLE		Apprentice Reablement Support Worker
REPORTING TO:		Reablement Services Manager
APPRENTICESHIP QUALIFICATION		Adult Care Worker – Level 2
APPRENTICESHIP DURATION:		15 months
1.	JOB SUMMARY:	
	<p>To assist with the provision of personal care and low-level therapy support, in accordance with the Reablement Support Plan, to people to enable them to regain /maximise their independence.</p> <p>To work towards completion of the above Apprenticeship Qualification whilst gaining relevant on the job work experience.</p>	
2.	MAIN RESPONSIBILITIES AND REQUIREMENTS	
	1	<p>Assist with the implementation of Reablement Support Plans in both undertaking actual tasks and enabling the person, at the appropriate stages of their reablement journey with: -</p> <ul style="list-style-type: none"> • low level exercises. • Personal care and hygiene. • Preparation and cooking food. • Prompting medication, as required. • Daily household tasks.
	2	To shadow Colleagues as directed.
	3	To provide social and emotional support to service users.
	4	To work alongside colleagues to ensure discussion about future goals and concerns with service users and their family/carers, where appropriate, as they leave the service having regained their independence identifying potential referrals to other services and well-being concerns.
	5	<p>To support the monitoring of service user progress each, visit in relation to their Reablement Support Plan: -</p> <ul style="list-style-type: none"> • Helping to determine the level of support required. • Encouraging and enabling independence with tasks. • Providing social interaction. • Recording progress and issues on contact records. • Helping to assess the service user progress in relation to independence at each visit. • Following notification procedures for service user visits; supporting changes, phasing and the ending of service in accordance with protocols. • Reporting immediate concerns to Co-ordinators.
	6	To use technology / equipment in a person's home in order to undertake the job role.
	7	Working alongside colleagues and taking responsibility for being aware of visit allocation scheduling in accordance with working rota.

	8	To maintain records as required in undertaking the job role.
	9	To take reasonable care of client's health and safety by reading and understanding the necessary Risk Assessments and completing them as appropriate.
	10	To comply with such requirements determined by the Care Quality Commission responsible for Social Care inspection.
	11	To co-operate in ensuring service aims and objectives are implemented.
	12	To ensure that all customers both internal and external, receive a consistently high-quality level of service, commensurate with the standards required by Stockton-on-Tees Borough Council.

3	GENERAL		
	<p>Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder</p> <p>Workforce Culture and supporting behaviours and Code of Conduct – The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.</p> <p>Shaping a Brighter Future – The post holder will embrace the Council's "Shaping a Brighter Future" programme.</p> <p>Personal Development – As defined by the Council's Culture Statement, all employees will take responsibility for their own development</p> <p>Customer Services – The post holder is required to ensure that all customers both internal and external, receive a consistently high-quality level of service, commensurate to the standards required by Stockton on Tees Borough Council</p> <p>Policies and Procedures – The post holder is required to adhere to all Council Policies and Procedures.</p> <p>Health and Safety – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.</p> <p>Safeguarding – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council's Safeguarding Policy. In addition, employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.</p>		

	Name	Signature	Date
Job Description written by (Manager)
Job Description agreed by (Apprentice)

Job Description dated May 2021



PERSON SPECIFICATION

Job Title	Apprentice Reablement Support Worker	
Directorate / Service Area	Adults & Health	Reablement Service

	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	<p>Level 1 English and Maths (GCSE Grade E or above / Functional Skills)</p> <p>Or</p> <p>An Ability to achieve Level 1 qualification in English & Maths – Initial Assessment required before job offer.</p> <p>PLEASE NOTE: You must not hold an existing qualification at the same or higher level as this apprenticeship or in a similar subject</p>	<p>Level 2 English and Maths (GCSE Grade C/4 or above or equivalent)</p> <p>First Aid Qualification</p>	Application form
Experience	Working as part of a team (this could be in a sporting, educational, work or social setting).	Have worked / volunteered within a care/social/health environment.	Application / Interview
Knowledge & Skills	<p>Good communication (oral and written) & Interpersonal skills</p> <p>Ability to understand and apply guidance, regulations and written instructions.</p> <p>Ability to work alone, whilst using initiative,</p> <p>Ability to maintain accurate records</p>		Application / Interview

	<p>Legible handwriting</p> <p>Be articulate and able to converse confidently in a pleasant and professional manner.</p>		
<p>Specific behaviours relevant to the post</p>	<p>Demonstrate the Council's Behaviours which underpin the Culture Statement.</p> <p>A desire to work in social care and make a positive difference to the lives of others</p> <p>Committed to own personal development</p> <p>Client focused</p> <p>Friendly & Approachable</p> <p>Compassionate</p> <p>Confidentiality and personal integrity</p>		<p>Application / Interview</p>
<p>Other requirements</p>	<p>Full Driving License and access to a motor vehicle - due to the role requiring travel between venues</p> <p>Flexibility - Ability to work any day of the week between 7am – 10pm (based on rota)</p> <p>The job involves working directly with adults and therefore is subject to an enhanced DBS check</p>		<p>Application / Interview</p>

Person Specification dated

May 2021

Rota:

Week 1							Week 2						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
	7			7	7	7		7			7	7	7
Week 3							Week 4						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
7	7				7	7	7	7	7				
Week 5							Week 6						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
7	7	7	7				7	7	7	7	7		
Week 7							Total	7	College Day				
M	T	W	T	F	S	S	Hrs	7	Day Shift				
	7		7	7	7	7	210.0	7	Late Shift				