

Job Description

Post Title: Children's Residential Support Worker

Responsible to: Registered Manager

Purpose:

1. To assist the Manager in the delivery of a quality service in the Home.
2. To provide advice, assistance and support to children. To attend to their practical, physical and emotional needs. To act as an appropriate role model and to work closely with them to enable them to address their difficulties and achieve their optimum potential.

Responsibilities and Job Specifics

As a Children's Residential Support Worker, you will be responsible for:

- Delivery
- Quality
- Development

The job specifics are:

Delivery

To maintain a high quality of care and support which meets the physical, emotional, intellectual, social and cultural needs of children and young people within the care of Evolve Residential.

To provide a caring, supportive and nurturing environment in which children can feel secure and free from harm.

Establishing positive relationships with children and always offering them unconditional and positive regard.

Helping young people gain self-control by challenging unacceptable behaviour and rewarding acceptable, pro-social conduct.

Ensuring that each young person's care plan is followed and amended as appropriate to reflect their changing needs.

Attending to practical matters in relation to childcare (cooking, cleaning, general maintenance around the home etc).

To act as a key worker or co-worker for a young person to ensure that the young person's care plans are up to date and that all their care needs are being met.

Being ambitious for young people, helping them achieve their goals and optimise their potential.

Providing support for young people in their education and extracurricular activities, this may include supporting them in the classroom if necessary.

Keeping accurate records and providing written reports on young people for planning meetings, reviews or any other meetings as directed by the line manager.

Empowering young people and facilitating their active involvement in the decision making about their lives and future.

Encouraging the young person to develop links with the community, attend off-site activities and expand their personal social network.

To assist in the co-ordination of activities within the Home and ensure that they are well managed and produce safe and consistent care.

To ensure that the procedures for the security, monitoring, administration and control of medication is followed.

Quality

Being aware of the aims and objectives of the home and working collaboratively with colleagues to achieve them.

Provide placement reports on a frequency in line with Evolve Residential practise and agreed with the placing authority.

Always operate according to Evolve Residential policies and procedures.

Keep appropriate records of all work undertaken and in accordance with regulations and company policy.

Maintain data management of all information in line with Data Protection and company policies, storage, retention, archive, and access to information.

Attend supervision, team meetings and staff days.

Be proactive in matters relating to health and safety and child protection.

Report any concerns to the Registered Manager.

Development

Continue in your own professional development and contribute to 'In-House' staff development and training programmes.

Contribute and participate in team meetings and workshops.

Contribute to the strategic business development of the venture to facilitate the organisation's operational growth and position.

Seek to improve the service provision within the company.

Respond to team and organisational developments as required.

Develop and maintain relationships with birth families, placing authorities, social services and other professional organisations as required

Safeguarding Children and Young People

To commit to safeguarding and promoting the welfare of children and young people and protecting them from risk of harm. Evolve Residential recognises its responsibility to ensure safe and appropriate policies, working practices and systems are in place for all staff working with children and young people.

To comply with the Evolve Residential's Safeguarding Policies and promote the safeguarding of children throughout their work.

To attend and maintain mandatory safeguarding training in relation to their work with children and young people.

Confidentiality

To safeguard the confidentiality of information relating to children always in accordance with company policies and procedures, recognising their vulnerability.

Health and Safety

To assist the Residential Manager in ensuring the safety of residents of the home, including organising regular fire drills.

To assist the Residential Manager in attending to the health of the children, arranging medical and dental examinations, and maintaining high standards of hygiene within the home.

To understand and operate within the company's Health and Safety Guidelines and Manual, including best practice in food handling.

Be conversant with emergency and evacuation procedures.

To comply with Health and Safety regulations and guidance in the course of employment.

Data Protection

To comply with the company's policies and Data Protection Act in all aspects, with particular reference to the protection and use of personal data relating to children.

To ensure all data is recorded accurately, timely, up to date and in a non-discriminatory manner.

Equality & Diversity

To comply with the company's equality and diversity policy and be able to demonstrate their commitment to the policy in all aspects of their work.

To actively promote equality of opportunity and an anti-discriminatory service.

Ethos and Values

To subscribe to the ethos and ethical values upheld by Evolve Residential and demonstrate those values in own everyday work.