Job Description

Job Title: Senior Therapeutic Support Worker

Scale: £13.79 – £14.31 per hour, Night-time Support Allowance - £60.00

(£26,890.50- £27,904.50 per annum which equates to £34,090.50 to £35,105.50 per annum when working a 1 on 2 off rolling shift pattern inclusive of sleep allowance)

Hours: 37.5 hours per week

Overall Purpose: To assist the Assistant Manager and Registered/ Service Manager/s in ensuring all responsibilities of Restorative Social Care Services provisions are met.

Responsible To: Registered Manager/Service Manager

Reports To: Assistant Manager

Main responsibilities of the role:

Care / Support Responsibilities – Our Ethos

1. Always put the needs of children, young people and other service users first, treating them with dignity and respect.

2. Take responsibility for the basic care or support needs of children, young people and other service users – assisting and ensuring good personal care and health care and promoting education and recreational activities.

3. Proactively support children's, young people's and other service users' Care/Pathway Plan/ I Restorative Support Plans – taking active responsibility to promote their Behavioural Outcomes, Health, Education, Independence, Social, Emotional and Personal Well Being, through delivering focused and planned interventions.

4. Be committed to Restorative Social Care Services 'Culture of Awareness' Policy and actively promote the safety and well-being of children and young people by reporting any concerns which might compromise the child', young person's or service user's safety.

5. Be mindful of and practice in a manner which reflects the intervention elements of Restorative's Model of Care/ Support –namely, Authoritative Parenting/ Support; Restorative Interventions; Strengths Focused Approaches.

6. Practice in a resilient and calm manner when facing challenging and complex behaviours presented by the children, young people and other service users, implementing appropriate de-escalation or positive handling strategies.

7. Contribute to and create a warm, caring or supportive and nurturing environment.

8. Promote or support children's, young people's and other services users' diet ensuring good nutrition and balanced meals.

9. Take responsibility for, or support children's, young people's or other service users' health and well-being – ensuring regular GP and hospital visits, administering (service/provision dependent) and appropriate recording of medication, dental and optical checks and other medical needs relevant to individual plans and levels of need.

10. Promote contact with the children's, young people's or other service users' family and others through supervising support or transporting them to contact in conjunction with the child's Care/Pathway plan.

11. Take an active part in promoting the children's, young people's and other service users' involvement in youth, leisure, social and recreational activities within the local area.

12. Ensure that any specific additional needs of the children, young people and other service users – physical, emotional or medical - are addressed and promoted through providing support in accordance with individual Care/Pathway Plans/ Restorative Support Plans.

13. Ensure that children's, young people's or other services users' individual cultural and religious needs are promoted and respected.

14. Actively encourage and promote responsibility and independence ensuring that this takes place within a context of safety and well-being.

15. Assist and support service users to develop age appropriate independent living skills e.g. budgeting, shopping, meal preparation, cleaning, washing, ironing, simple house maintenance, paying bills, preparing CV's for job applications & training.

16. When Young People are transitioning to adult services actively work in partnership with relevant agencies, housing and social landlords and people to ensure high levels of participation for each young person/adult to achieve planned outcomes.

17. Where appropriate, support/facilitate young people and other service users to secure or maintain their tenancy through paying bills, taking care of and securing their home including cleaning tasks, learning how to become good neighbours, knowing their rights and sign posting.

Senior Responsibilities

18. In conjunction with the House Leader or Assistant Manager (service dependent) & Registered/ Service Manager ensure the highest standards of care/ support are provided by the team you lead.

19. Support the team you lead to take a positive and solution focused approach to challenging and complex behaviours presented by the children, young people and other service users, accessing your line manager for support and guidance in these areas to ensure morale and motivation is maintained.

Recording

20. Ensure relevant information concerning each child, young person or other service user is accurately recorded, maintained, updated and communicated to the necessary professionals in accordance with organisational policy and aims.

21. Ensure a regular log and record of events is maintained including night observations and medication records where necessary

Senior Responsibilities

22. Ensure that all records are properly monitored and maintained in conjunction with organisational requirements & data protection.

23. Regularly review and monitor the quality of recording presented by the team you lead, providing guidance and support where required to improve standards and ensure records are kept up to date.

24. Monitor and review all records surrounding significant incidents ensuring these are communicated to your line manager as well as other relevant professionals in a timely manner.

Key Working/ Independence Working

25. Prepare, write and update reports, Essential Information, Support Plans and Behaviour Passports in accordance with the, child's, young person's or other service users' needs and organisational requirements.

26. Attend LAC, Education and other meetings concerning any child, young person or other service users who you have responsibility for as a key/independence worker.

Senior Responsibilities

27. Take a lead role in assisting the Management team of the setting, to ensure the implementation of all areas of the children's, young people's or other service users' Care Plan and Restorative Support Plans, in accordance with LAC or other reviews.

28. Ensure that the records created by the staff for whom you have responsibility, are properly monitored and maintained in conjunction with organisational requirements & data protection.

29. Attend all significant planning reviews or meetings for the children, young people or service users you have responsibility for. Where this is not possible agree with the management team who will attend on your behalf.

Personal Requirements/ Responsibilities Relevant to the role

30. Always behave in a professional manner with sensitivity, dignity and respect towards children, young people, staff, other professionals and service users.

31. Ensure high standards of professional conduct at all times adhering to and following relevant policies and procedures.

32. Work at any Restorative Social Care Services establishment or designated workplace according to direction from Senior Staff.

33. Utilise own transport (car driver) to transport/support children, young people or other service users to and from family contact, school, health appointments, diversionary activities, etc. where their individual care/support plans determine this is required.

34. Prepare for and attend Supervision Sessions – both individual and group sessions.

35. Take a proactive part in self-development and learning.

36. Attend training and development sessions in accordance with Individual Development Plans (IDPs) and Mandatory training requirements.

37. Attend all Team Meetings, Briefings and familiarise yourself with memorandums and all information related to your duties.

38. Ensure professional standards in line with individual and team performance plans.

39. Act as a role model and mentor & support newer and less experienced staff as required.

40. Undertake such other tasks as may be deemed appropriate to the post and the remit of the service, in order to provide excellent standards of care / support

Senior Responsibilities

41. Contribute to the monitoring, evaluation and review of policies and procedures as appropriate.

42. Provide and / or ensure regular supervision of the team you lead in conjunction with laid down standards and policy requirements.

43. Assist the Management team in chairing regular team meetings on rotational basis.

44. Provide regular feedback to the management team to assist in the monitoring and development of staff performance, addressing practice issues where relevant.

45. Assist in co-ordination and delivery of regular team performance and service reviews.

46. Assist in the management of and be directly accountable for an allocated budget.

47. Be part of the Senior On-Call system, always being available to perform the responsibilities and expectations of this duty when indicated so on the rota.

48. Assist and take a lead where required in the induction of new staff starters.

Cleaning & Maintenance

49. Ensure the home is clean, hygienic and tidy always and that any tasks/routines around cleaning and sanitising are followed. This includes ensuring that children, young people or other service users are consistently and fully supported to complete any cleaning-based independence tasks outlined in their individual plans, and should they not be doing this, when necessary undertake this cleaning on their behalf.

50. Ensure or encourage and provide support (service dependant) such that children's, young people's or other service users' bedding and clothing are always clean and prepared for use.

51. Take a proactive and solution focused approach to maintaining the material appearance of the home/setting, addressing and resolving any issues that undermine creating an environment which is clean, warm, homely and inviting.

Senior Responsibilities

52. Check and monitor all staff records in relation to daily tasks, housekeeping and health and hygiene.

53. Act as a role model and be highly proactive in ensuring that the material environment of the setting you are responsible for is of a very high standard.

Health & Safety

54. Ensure the health & safety of children, young people and others through regular monitoring of potential hazard and risks and report these to the senior/ management team as necessary. This includes consistently completing any identified health and safety checks within the settings.

Senior Responsibilities

55. Ensure the health and safety of all children, young people, other service users, staff and visitors to the setting by conducting and responding to regular hazard and risk assessments.

56. Conduct and / or ensure risk assessments are carried out in respect of any activity undertaken by the young person, or staff in relation to their duties.

Additional Duties and information – an important note

The work of Restorative Social Care Services is both varied and challenging, which results, at times, in some unpredictable circumstances. There is an integral need for all employees to be flexible in response to situations that arise outside of this job description.

Additional duties may therefore, at times, be required to cover unforeseen circumstances or changes in work, to allow the organisation to maintain staff activity and quality of service provision.

Should you not have your Level 3 or 4, or your Math & English qualification and you wish to complete your Level 4 through an apprenticeship scheme with us, to meet the criteria you may need to also complete your Math and English alongside your Level 4. Alternative methods of obtaining your Level 4 may be available but would be required to be funded by you.

Equality and Diversity

Restorative Social Care Services requires a commitment from all staff to recognise, support and celebrate equality and diversity for all. We have an inclusive approach and holistic way of working, with service users, and colleagues alike, to encourage every individual to be their authentic self.

DBS checks and references

This post is subject to a satisfactory enhanced DBS check. Restorative Social Care Services has and operates a culture of awareness policy; as such all staff are also subject to thorough reference checks.

Person Specification - Support Worker

Area	**Essential**	**Desirable**	**Where assessed**
Attitude	-Genuine commitment to the welfare of Looked After Children. -Commitment to Anti-Oppressive practice -Honesty, Tolerance, Trust-worthy, Patience, Flexibility. -Interest in the development of other workers -Embedded understanding of the complex nature of the services users we support, reflecting this through resilient practice on a day to day basis		Application Form Interview

Qualifications/ **Education**	-NVQ/ILM level 3 / QCF 3 in Caring for Children and Young People or equivalent or be working toward it.	-Dip SW, NVQ level IV or equivalent, NVQ Assessors Award -TAQA -Health & Safety Training -First Aid Training -Math -English	Application Form Interview
Knowledge	-Knowledge and understanding of the Children Act 1989/2004 and Every Child Matters -Leaving Care Act 2000 -A sound knowledge and understanding of areas relating to Safeguarding -Ofsted Inspections & Knowledge of Ofsted Quality Standards 2015 -The Children Homes (England) Regulations 2015 -Knowledge of child development -Working Together to Safeguard Children 2018 -Knowledge of child development -Knowledge of the issues young people have to deal with -Direct work with families -Knowledge of regulatory procedures -Multi-disciplinary approach to meeting clinical, physical and emotional needs.	-A sound knowledge and understanding of areas relating to Safeguarding.	Application Form Interview Written Exercise
Work Experience	-Residential care experience or other relevant experience of working with children and young people.	-Experience of working in alternative settings. -Experience of working with staff in a supervisory capacity Application Form Interview	Application Interview
Skills and abilities	Flexibility to respond to the needs of the unit and young people. -Good report writing and organisational skills -Good IT Skills -Good communication and interpersonal skills	-Ability to motivate, supervise, appraise staff and ensure that training and development needs are met --Experience of completing risk assessments in residential and community settings	Application Form Interview

Professional Development	-Committed to professional development & learning opportunities		Application Form Interview