

## **Support Worker Job Description (SOM/LOD)**

<b>Job Description:</b>	Support Worker
<b>Reporting to:</b>	SOM's mother and Lucinda Ongley-Dellar (Case Manager)
<b>Job Summary:</b>	To work alongside SOM in a facilitative role, enabling as far as practicably possible his integration into the community, organising for his day-to-day psycho-social, educational and personal care needs to be met and resourcing suitable local facilities that will help to enhance and develop his social and educational development

### **Key Working Relationships**

- A. Develop a rapport with SOM and his family and maintain a constructive and objective relationship with them.
- B. Become acquainted with SOM's extended family where appropriate, appreciating their roles.
- C. Communicate with the Team Leader and or case manager as to any matters of concern promptly.
- D. Liaise with other carers and relevant professionals and/or organisations when necessary.

### **Key Tasks**

1. To instigate care and rehabilitation approaches being aware of SOM's mental and physical limitations and promoting SOM's well-being, comfort, and safety at all times.
2. To work with SOM in providing and following plans and structure for the week.
3. To enable SOM as far as it is practicably possible to enjoy activities that any other child his age may enjoy.

4. To communicate with family members and relevant professionals as necessary.
5. To support SOM in the use of equipment as provided by his therapists to enable SOM to develop to his full potential.
7. To communicate with and support other carers in the team, taking responsibility for the completion of the administration and paperwork necessary in this post and as required by the Team Leader and or case manager.
8. To attend to all SOM's day to day care needs, i.e. preparing and administering his meals and carrying out all his personal hygiene requirements, this should be done in accordance with SOM's care plans and routines.
9. To attend to light housework duties that relate to SOM's needs i.e. his meal preparation and tidying up, keeping his toys and equipment clean and tidy and looking after his laundry etc.

### **Main Duties and Responsibilities**

1. Maintain a positive yet realistic approach SOM's care needs to bring about as good as quality of life as it is practicably possible to attain.
2. Be aware of exercises and techniques recommended by therapists working with SOM and establish these as a routine in daily life.
3. Help SOM's parents establish an appropriate daily routine for SOM in order that he can attend school and participate as fully as possible in his prescribed therapy programmes and have a peaceful nights sleep

\* \* \* \*

1. Actively engage with SOM's needs and develop his day-to-day routine with new sensory activities centred around his therapy routines.
2. You will be expected to work closely with SOM's therapists and be willing to be trained to carry out SOM's day to day therapy under their guidance and supervision.

\* \* \* \*

1. Respect the need for confidentiality when possessing knowledge of a private and personal nature concerning SOM and his family.
2. When unsure of appropriate action to take, contact his mother Team Leader and/or the Case Manager for advice.

\* \* \* \*

- 1 Good communication is needed for continuing care, especially handover to other team members and also to keep SOM's mother appraised of his development and how he has been feeling that day/night.
- 2 Communicate with and work effectively with other carers in the team through, team meetings, use of the diary etc.
- 3 Use established recording systems and assist in developing the same to ensure good documentation and handover of relevant details to others.
- 4 All accidents / incidents to be recorded on the incident sheet and written in the accident book provided. SOM's mother and/or Team Leader and case manager should be notified of any accidents/incidents.

This is not an exhaustive list and as time goes by will need to be amended in line with changing needs.

Please acknowledge that you have received the Support Worker description of the responsibilities which will be discussed in more detail as part of your training.

Support Worker Signed.....

Date.....