

Job Description – JB/NC

- Job Description:** **Therapeutic Support Worker**
- Reporting to:** Mrs B (Mother), Maggie Sargent (case manager) and Nicola Cale (assistant case manager).
- Job Summary:** To work alongside JB in a facilitative role, enabling him to live independently, fostering his integration into the community, supporting his day-to-day needs and resourcing suitable local facilities for social and educational needs.

Key Working Relationships

- A. Develop a rapport with JB and maintain a constructive and objective relationship with him.
- B. Become acquainted with JB's extended family, appreciating their roles in JB's support network.
- C. Communicate with case manager as to any matters of concern.
- D. Liase with other support workers and relevant professionals and/or organisations when necessary.

Key Tasks

- 1. To follow care and rehabilitation approaches being aware of JB's mental and physical limitations and promoting JB's well-being, comfort, and safety at all times.
- 2. To work with JB in providing and following plans and structure for the week.
- 3. To enable JB to maintain and develop his social life and leisure activities including his established circle of friends and new friendships.
- 4. To support JB in the maintenance of his role in the family.

5. To communicate with family members and relevant professionals as necessary.
6. To support JB in the use of communication aids (eg mobile phone) and speech.
7. To communicate with and support other support workers in the team, taking responsibility for the completion of the daily on shift administration and paperwork necessary in this post.

Main Duties and Responsibilities

- 1.1 Ensure awareness of the repercussion and problems caused by JB's head injury.
- 1.2 Allow JB a freedom of choice within a safe parameter; guide JB in such a way as to enable him to make his own decisions.
- 1.3 Maintain a positive yet realistic approach to JB offering support and encouragement when needed.
- 1.4 Be aware of exercises and techniques recommended by therapists working with JB and establish a routine in daily life with JB using these.

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- 2.1 Assist JB to plan activities and routines using memory aids, e.g. diary, whiteboards, so all involved are aware and JB is able to remind himself.

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- 3.1 Be prepared to drive/escort JB to activities as needed.
- 3.2 Encourage JB to participate in activities and take part yourself when appropriate.
- 3.3 Investigate local resources and establish communication networks to find appropriate activities to undertake with JB.

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- 4.1 Respect the need for confidentiality when possessing knowledge of a private and personal nature concerning JB and his family.
- 4.2 Maintain a professional and warm relationship with JB's family, not becoming personally involved in affairs and reporting matters of concern to the case manager.
- 4.3 Communicate with professionals and organisations on JB's behalf if he feels unable to do so; however, encourage JB's independence in this sphere.
- 4.4 When unsure of appropriate action to take, contact JB's Mother and the case manager for advice.

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- 5.1 Communicate with and support other support workers in the team through handovers, team meetings, use of the diary etc.
- 5.2 Maintain a diary of appointments etc.
- 5.3 Maintain a telephone book of contact names and addresses, e.g. GP, case manager, clubs, relatives and friends. Post Codes to be saved for use in the Sat Nav.
- 5.4 Use established recording systems and assist in developing the same to ensure good documentation and handover of relevant details to others.

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Signed
(Support worker)

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