

## **Job Description VK/BS**

- Job Description:** Support Worker
- Reporting to:** Becky Strange, Lead Brain & Spinal Injury Case Manager
- Job Summary:** To work as part of a team to provide all care for V, meeting all of his day-to-day needs. To provide V with stimulation through play and learning. To work with and under the guidance of the treating therapists to reinforce structure and routine, with the promotion of handling that will enable V to make sense of his world. Follow all prescribed therapy and feeding programmes to promote V's development and independence. Follow a twenty-four-hour care programme. To always take into account parental wishes and guidelines. To assist with light domestic duties within V's area of the house.

### **Key Working Relationships**

- A. Develop a good working rapport with V and his family and maintain a constructive and objective relationship.
- B. Communicate with parents, team leader and case manager as to any matters of concern.
- C. Liaise with therapists and other relevant professionals.
- D. Light domestic duties to support V and his family

### **Key Tasks**

1. To follow care and rehabilitation approaches being aware of V's cognitive and physical limitations and promote V's well-being, comfort, and safety at all times. V's wellbeing is always a priority.
2. To work in accordance with the care and therapy programmes, providing and following plans and structure for the week and provide stimulation and interaction using methods shown by treating therapists.

3. Follow the daily care routine for V, to include the administration of medication, when training has been received.
4. To support family in their interactions with V.
5. To communicate with family members and relevant professionals as necessary.
7. To communicate with the case manager, taking responsibility for the completion of the administration and paperwork necessary in this post during you work periods.

### **Main Duties and Responsibilities**

- 1.1 Ensure safety and comfort of V at all times be aware of potential problems caused by V's disabilities.
- 1.2 Supervise and support V's sisters in their interactions with their brother.
- 1.3 Support mother and father giving them the time to interact with their son or get on with their chores. Ensure parents are confident in your role.
- 1.4 Be aware of exercises and techniques recommended by therapists working with V and establish a routine in daily life with V using these.

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- 2.1 Be prepared to drive/escort V to activities/appointments as needed.

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- 3.3 Investigate local resources and establish communication networks and to find appropriate activities to undertake with V.

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- 4.1 Respect the need for confidentiality when possessing knowledge of a private and personal nature concerning V and his family. Provide tactful unobtrusive supervision.
- 4.2 Endeavour to maintain a professional and cordial relationship with V'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 V's behalf if you notice that he likes/ dislike something in particular or reacts well to something.
- 4.4 When unsure of appropriate action to take, contact the case manager for advice.

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- 5.1 Communicate with and support other professionals in the team through handovers, team meetings, use of the diary and templates 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 etc.
- 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)

Date.....

