

## **JOB DESCRIPTION - SUPPORT WORKER**

### About the client

Our client is a bright fun active seven-year-old girl who has suffered a brain injury at birth. She lives with her parents and sister. She is very physically active and requires assistance with developing her independence. Support workers who will work alongside the parents.

She attends a local school and has a Statement of Educational Need. Successful support workers will be expected to occasionally assist the client at school, collect her from school with her mum, support her at after school clubs, at home, in the community. The parents would like support to go with them on family holidays and occasional weekends away.

### Care regime

She requires support with some activities of daily living, and the support worker will also need to promote her wellbeing and ensure that she is able to integrate fully at school and participate in community activities. You will arrange and attend after school clubs and activities and support with her therapy programme.

Her parents will continue to be fully involved and to discharge their parental responsibilities. Hours can be flexible.

Working hours: 33.5 Hours per week. Hours Required during school holidays/No School attendance due to Coronavirus.

**Monday to Friday- 8am to 10.30am**

**Monday, Tuesday and Wednesday- 2.30 pm- 7.30pm**

**Friday- 2.30pm- 10pm**

**Saturday 11am-4pm**

**Alternate Sundays- 11am-4pm**

### Term time

**3-6.30pm Three days need to be flexible. No support required on Thursdays.**

**12-6 pm Saturdays.**

Occasional Sundays and babysitting may be required.

Hours will increase during school holidays and the support worker will be required to assist mum on days out.

Rates of pay are £15.00 weekdays and £17.00 an hour at weekends.

We seek bubbly energetic motivated support worker with an interest in promoting independence /attending activities and after school clubs with our client.

Support workers will work within our client's home and under the day-to-day direction of her parents and case manager.

A case manager is in place and responsible for the care regime, working alongside the client and her family, and to supervise support workers.

### The responsibilities of the Support Worker

- To promote the client's health, well-being and happiness.
- To work alongside Occupational therapist and psychologist implementing strategies and goals. Training will be provided
- To provide assistance with all care requirements, continence needs, dressing and bathing
- To carry out any cleaning or other domestic tasks (only those which are specifically related to the clients care needs).
- To encourage and facilitate communication, in line with guidance from speech and language therapists.
- To provide stimulation and appropriate activities/social interaction.
- To accompany the client to various appointments and activities, which may include driving, and use of the client's vehicle or own vehicle (subject to satisfactory insurance and assessment of competency).
- To provide physiotherapy exercises and positioning as recommended by professionals once therapist appointed.
- To maintain a safe environment for the client and relevant others.
- To follow the support programme as agreed with the client's parents and overseen by the case manager.
- To advise the client's parents of any concerns regarding her physical and psychological health.
- To use initiative when unforeseen events occur, and the family are not directly available to provide guidance.
- To work alongside the client's family and encourage positive relationships and integration.
- To carry out any cleaning or other domestic tasks (only those which are specifically related to the clients care needs) if required.
- To ensure good communication, flexibility, and a consistent approach to the client's care.
- To attend case manager meetings and training sessions as requested.
- To make a daily report following each duty regarding the client's welfare.
- To liaise with the case manager for annual leave requests and alerting the employer of sickness that will prevent them working, in order that a replacement can be organised.
- To liaise with the client's family and case manager about general progress and regarding all incidents that are either unusual or which give rise for concern.

- To respect the privacy of the client and her family. All matters relating to the client’s situation and family are to be treated as confidential and are not to be disclosed to a third party.
- To undertake any other activity commensurate with the client’s needs as directed by the family and or case manager.

No Smoking Policy

A no smoking policy is strictly in place for the purpose of the employment.

**Person specification**

Essential Criteria

- Demonstrate a high quality of verbal and written communication skills.
- Previous experience of working with children.
- Demonstrate awareness of risk.
- Evidence of enabling skills and ability to encourage independence.
- Must have a positive attitude.
- Must have a good sense of humour.
- Must demonstrate ability to work confidently alone and as part of a team.
- A high level of mental and physical stamina.
- Must demonstrate a high level of organisational and administrative skills
- A clean current driving licence.

Desirable

- Previous experience of working with clients who have a brain injury
- Previous experience of working one-to-one in a client’s home/community setting.
- Previous experience of rehabilitation and working with therapists.
- An understanding of educational system.

This is by no means an exhaustive list and there are other areas, which will become apparent as time goes by.

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

Signed .....

Date .....