job description SUPPORT WORKER

***Purpose of the role:***

As a support worker, you’ll be helping people you support to live the individual life they want, ensuring they have choice and control over the planning and delivery of their support.

***Client Group Description:***

MHC Social Care provides residential services to adults over the age of 18 who have a learning disability or mental health needs. Occasionally some of the people we support may exhibit challenging behaviour.

***Duties and Responsibilities***

* To carry out all Company duties, tasks and responsibilities in accordance with the Company's principles of care, whilst ensuring the safety, care and well-being of service users and colleagues at all times.
* To follow individual support plans to ensure individuals finances are managed safely and effectively.
* Helping people learn the skills they need to live the life they chose.
* Supporting, encouraging and teaching people to maintain personal and intimate care as required, such as dressing themselves, showing/bathing, using the toilet etc whilst ensuring privacy and dignity is maintained.
* Supporting individuals to follow any care plans in respect of any dietary requirements whilst supplying and encouraging the individual to develop skills in food preparation.
* Follow individuals medication care plan to ensure any required medication as is required in accordance with the company’s medication is administered safely, effectively and staff follow medication training.
* Ensure individual’s information is kept confidential and safe and that individuals rights to confidentiality, dignity and respect are upheld.
* To support individuals to make choices of their social, educational and leisure pursuits and to support individuals to achieve their desired outcomes in life.
* Read and keep up to date with Company policy through Policy and Procedure and Human Resources manuals available within the homes and the Company guidance notes issued to all staff and updated on a regular basis.
* MHC will provide you with comprehensive training and enable you to be able to support individuals to achieve their outcomes whilst enabling you to develop. Following your probation period, there will be an expectation that you will complete a QCVF Level 2 in Health & Social Care.
* To attend and participate in staff meetings and Company training as and when required.
* To work in a professional manner and promote the company in a positive manner.
* If an approved driver, to drive Company vehicles with due care and attention taking into account the needs, safety and comfort of all using the vehicle.
* To report any concerns or suspicions regarding the safety and wellbeing of an individual to a senior colleague immediately.

**This job description is not exhaustive and reflects the type and range of tasks, responsibilities and outcomes associated with the role of Support Worker with MHC Social Care.**

**AN ENHANCED DISCLOSURE FROM THE CRIMINAL RECORDS BUREAU IS REQUIRED FOR THIS ROLE.**

person specification SUPPORT WORKER

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| **Education and Qualifications** | **Essential (E) / Desirable (D)** | **Method of Assessment** |
| Health and Social Care NVQ/ QCF Level 2 | D | All By Application |
| A commitment to achieve the required NVQ/ QCF level | E | All By Application |
| **Knowledge and Experience** |  |  |
| Previous experience of working within a similar health care setting | D | All by Interview / Assessment |
| Experience working with people who have Learning Disabilities, Autism or Mental Health problems | D | All by Interview / Assessment |
| **Skills & Abilities** |  |  |
| Ability to work on own initiative and as part of a team | E | All by Interview / Assessment |
| Ability to work to agreed plans | E | All by Interview / Assessment |
| Excellent communications skills – to be able to liaise effectively with Service Users, Service User family members, Multi-Disciplinary Team and Office Staff. | E | All by Interview / Assessment |
| Ability to promote independence | E | All by Interview / Assessment |
| **Personal Attributes** |  |  |
| Ability to display empathy, warmth, patience and understanding. | E | All by Interview / Assessment |
| Enthusiastic and self-motivated, friendly, approachable and trustworthy. | E | All by Interview / Assessment |
| Ability to work flexibly, including evenings and weekends. | E | All by Interview / Assessment |
| Sensitive to and aware of individual needs. | E | All by Interview / Assessment |
| Respect service users and colleagues. | E | All by Interview / Assessment |