

Job Definition

PM1

Job Title: Support Worker

Job Purpose

To support people with learning disabilities with all aspects of their daily lives, ensuring that they have maximum opportunities and choice for developing new skills and leading fulfilling, varied, are valued and live socially inclusive lifestyles where their rights, dignity and safety is protected.

Key Responsibilities

1. To identify and develop with each person an outcome based support plan, risk assessment and person centred plan which are reviewed and updated regularly.
2. To assist service users with routine personal and domestic tasks, including personal care, household tasks and cleaning and promote a healthy lifestyle when shopping, meal planning, cooking and choosing activities.
3. To monitor and promote each person's health and well being, ensuring that each person has a Health Action Plan, that medical help is sought when needed, dental, eye, hearing and other check-ups or treatment are undertaken and that changes in health and wellbeing are reported.
4. To assist service users to participate in their chosen social, educational, leisure and sporting activities in the local community, taking into account their culture, faith, gender and sexuality and where desired, to support individuals to access volunteering or employment opportunities
5. To assist the person to improve his/her knowledge, skills and abilities through planned learning activities and experiences.
6. To enable the service user to keep and make new friends and keep in contact with family, friends and people in the neighbourhood and develop a circle of support.
7. To enable the service user to participate in the running of the service, offering meaningful choices and supporting them to make decisions which affect them and others.
8. To administer medication when required, in accordance with policies and procedures and after completion of medication assessment training.
9. To liaise with other people involved with the service user, including GP, Care Manager, family, day opportunities and other agencies as required.
10. To assist the service user with their benefits, budgeting and management of personal monies within the framework of the individual's financial assessment, where required.
11. To foster good communication with each service user, learning how best to communicate and to use their preferred method of communication.
12. To enable people to access holidays of their choice and support where appropriate.
13. This job definition is not a definitive list of responsibilities but identifies the key responsibilities of the role. The post holder will therefore be required to undertake other reasonable duties commensurate with the purpose and salary level of this post.

Accountabilities

Health and Safety

Take due care at work and contribute to the ongoing implementation of policies and procedures to maintain the health, safety and welfare of self, colleagues, service users and community. Ensure that accidents and/or unsafe or hazardous conditions are reported to management in line with policy.

Equality & Diversity

Undertake all aspects of employment and service provision with due regard to Equal Opportunities and diversity and associated company policy and practice.

Demonstrate a commitment to openness and equality of opportunity and ensure that all individuals are treated with dignity and respect.

Behaviour

To work and behave in a manner that is consistent with Ivy Care expected ways of working (Competency Framework; & Code of Conduct.)

To undertake all duties in accordance with Ivy Care policies and practice, to maintain compliance with relevant statutory responsibilities and applicable legislation, working within the GSCC code of conduct.

Ivy Care's Vision & Objectives

Undertake other duties as appropriate to the post, to support and contribute to the delivery of the company's objectives, and vision.

Safeguarding Vulnerable Adults

We are committed to safeguarding and promoting the welfare of vulnerable adults. We take this responsibility seriously and expect all staff and volunteers to share this commitment.

Team Working & Support

To act as an effective team member, attending team meetings, assisting team members/other teams, working in other locations, and supporting the delivery of the team and business plan. Maintain links with other teams, groups as necessary. To comply with all the company's policies and procedures and to comply with the requirements of the Health and Social Care Act 2008, Supporting People (if applicable) and other relevant statutory provisions.

Personal Development

To take responsibility for identifying and agreeing personal learning and development needs with your line manager, participating in activities relevant to the job or personal development. Work in line with the company policy and procedure.

To champion good employee management practice in line with Ivy Care's policies and procedures.