

Social Care Worker – Waking Nights Job Description

The following description is intended to give a broad outline of the post only. It is neither inclusive nor definitive. Duties may be altered or amended to suit the changing needs of the people we support. Staff will be consulted regarding any such changes. It is our policy to review job descriptions on a regular basis.

Base: Bantry Residential

Reporting to: Social Care Leader/Assistant Director of Services

Overall Purpose of Position

To take responsibility for the day-to-day activities in the group home. To assist the social care leader in the responsibility for health and safety, programme implementation, personal care plans, budget management, staff planning, staff support and family liaison.

Duties and Responsibilities

- To contribute to the promotion, creation and maintenance of a welcoming, caring and supportive environment in the Group Home ensuring a high standard of care is delivered.
- To at all times treat the residents of the Group Home with dignity and respect.
- To be attentive to the physical and emotional needs of the service users.
- To encourage group participation in the day- to- day running of the house. I.e cleaning, budgeting, cooking, menu planning, shopping, recreation activities.
- To contribute to the provision of a programme of stimulating activities for all the residents and to assist the service users in developing recreation activities and hobbies.
- To escort and assist on group outings arranged.
- To ensure the residents are not subjected to any forms of abuse and in particular, to ensure they are not subject to bullying or the threat of bullying.
- To implement agreed service user programmes in liaison with the social care leader
- To ensure that all relevant records within the house are maintained to a high standard
- To share in those duties, which are essential to the maintenance of hygiene, and to undertake domestic duties required to maintain the house in a clean and tidy condition.
- Under the guidance of the Social Care Leader/ Assistant Director of Services to maintain good relationships with the clients families and other professionals.
- To participate in staff meetings.
- To ensure that health and safety guidelines are adhered to at all times.
- To ensure that all accidents/ incidents and complaints are reported and appropriately dealt with in line with CoAction's policies and procedures.
- To keep the social care leader/ Assistant Director of Services informed of all matters relating to the residents welfare through regular reports and oral communication.
- To be alert to any possible danger, either from defects in premises or equipment, to address and bring to the notice of the social care leader/ Assistant Director of Services
- In the event of any immediate danger, to take appropriate action to reduce the risk of physical injury.
- To develop relevant skills and abilities by taking part in training courses open to you.

- To deliver induction and training to residential staff as agreed with the Social Care Leader/ Assistant Director of Services
- To carry out day-to-day supervision of staff reporting to you.
- To contribute in a positive and energetic manner to the overall development of CoAction and the services it provides.
- To ensure that all policies are adhered to at all times.
- Whilst acknowledging the need for the professional sharing of information within the team, you are required to have strict regard to confidentiality within the team.
- To carry out other duties which may be agreed from time to time in discussion with the Social Care Leader/Assistant Director of Services

Social Care Worker Person Specification

Overall Position Purpose:

To take overall responsibility for the operation of the Designated Centre. This includes being responsible for health and safety, programme developments, personal care plans, budget management, staff planning, staff support and family liaison.

Essential Qualifications	Desirable Qualifications
<ul style="list-style-type: none"> - A recognised qualification that involves a third level supervised practice element to the course. - or - A recognised professional qualification for Social Care, outlined as follows; - Youth and Community Degree - BA & Hdip - NQSW/BSW/MSW - Nursing Qualification (RGN/RNID/ENMH) i.e - HETAC/DIT/(UCC) Diploma in Social Care - HETAC/DIT National Diploma in Applied Social Studies - HETAC/DIT National Diploma in Childcare - DIT Diploma in Applied Social Care - National Diploma in Applied Social Studies (Disabilities), The Open Training College, (HETAC) accredited. - Registered Nurse Intellectual Disability (RNID) - RNMH qualification is also recognised under the above guidelines. - Driving licence is essential. 	
Essential Knowledge, Skills & Abilities	Desirable Knowledge Skills & Abilities
<ul style="list-style-type: none"> - Interpersonal skills, - Ability to relate to people with intellectual disabilities, Flexibility, - Willingness to learn - Ability to work on own initiative - Knowledge of advocacy and practical application. - Ability to write reports - Computer literacy - Good communications skills - Leadership ability 	

<p>Essential Experience</p> <ul style="list-style-type: none"> - Applicants should have a minimum of 12 months experience working in a residential setting with individuals with an intellectual disability. - Good working knowledge of HIQA - Supervisory experience - Budgetary experience - Intimate Care/personal care - Record keeping 	<p>Desired Experience</p> <ul style="list-style-type: none"> - Experience of working with the HIQA Regulations and experience of HIQA inspections.