



Job Title: Support Worker

Reports To: Support Manager

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 centered plan which are reviewed and updated regularly
2. To assist the people we support 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 the people we support 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 people we support 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 people we support to participate in the running of the service, offering meaningful choices and supporting them to make decisions which affect them and other
8. To administer medication when required, in accordance with policies and procedures and after completion of medication assessment

9. To liaise with other people involved with the person we support, including GP, Care Manager, family, day opportunities and other agencies
10. To assist the people we support 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 person we support, 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

Person specification

Factor	Essential	Desirable
Skills, Competency & Values	Communication – verbal and written - Basic numeracy, literacy and admin skills. Good listening skills, communicates effectively (inc. written) Values – Demonstrates company values. Self-motivated and enthusiastic to learn new skills. Demonstrates an inclusive approach at work and supportive to colleagues. Committed - Committed and motivated towards working with adults with a disability, desire to continuously learn. Practical Approach - Logical with a practical common-sense approach to situations. Able to support others to carry out domestic tasks. Team - Team player, positively contributes towards the team. Skills and interests match the person being supported.	Able to help a person develop own social relationships and friendships. Able to create and identify opportunities to help a person participate in community activities

	Planning - Manages own workload and priorities. Thinks outside of the box to find solutions/options	
Education and Qualifications	UK Driving Licence and business insurance (if specified for the role) Willingness to work towards Qualifications & Credit Framework Diploma (QCF) or Level 2 Scottish Vocational Qualifications (SQV) and complete all sector training.	Qualifications and Credit Framework Diploma (QCF) or equivalent
Knowledge		Understanding of Person Centred Support, choice and empowerment. Basic understanding of Health and Safety. Training/knowledge in relevant areas.
Experience		Previous experience in providing support for others, including personal care. Previous experience as a Support Worker or similar sector experience. Experience of lone working. Experience in administering medication.
Other Specific Requirements	Available to work variable shifts (inc. nights or sleep-ins where appropriate) and flexible hours (as per rota, inc. weekends, bank holidays) Committed to equal opportunities and diversity Appointment is subject to an enhanced Disclosure and Barring Service check (DBS) Check and eligibility to work in the UK	