

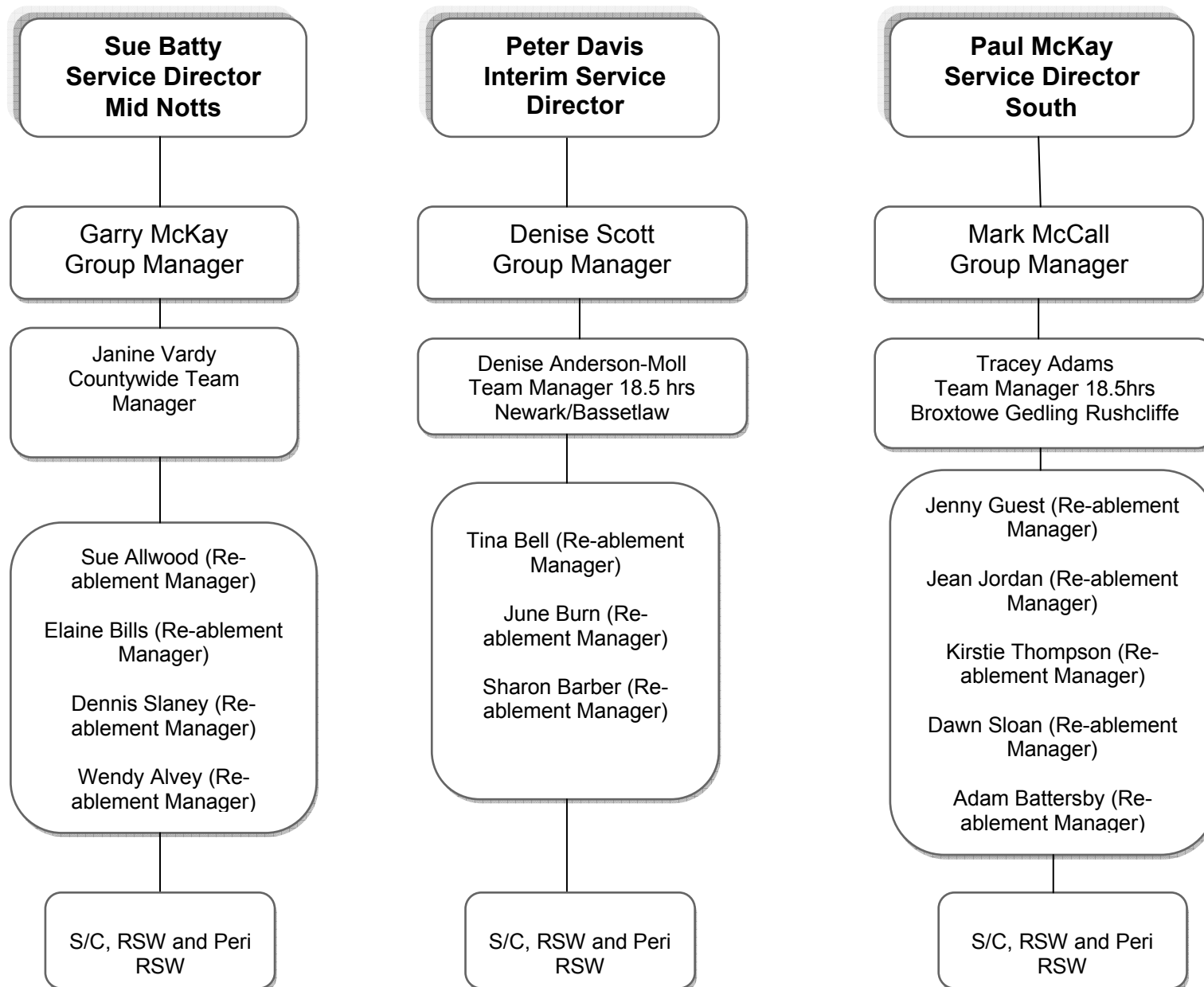


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| Title Re-ablement Support Worker | Department Adult Social Care, Health and Public Protection | Post Ref. TBC |
| Job Purpose The post holder is responsible for carrying out Re-ablement Support Work in line with an individual's Support Plan, Risk Assessment and Re-ablement Goals | | |
| Key Responsibilities <ol style="list-style-type: none">1. Fostering of people's equality, diversity and rights and assist in ensuring the provision of a culturally appropriate service2. Promotion of effective communication and relationships3. Promotion, monitoring and maintenance of health, safety and security in the workplace4. Contribution to the protection of individuals from abuse5. Enablement of service users to maintain their personal hygiene and appearance6. Enablement of individuals to access and use toilet facilities, or otherwise assist with the management of their continence care7. Enablement of individuals to access food and drink8. Support individuals with eating and drinking where necessary and appropriate9. Contribution to the ongoing assessment process10. Enablement of individuals to manage their domestic and personal resources, assisting where necessary and appropriate11. Contribution to the movement and handling of individuals to maximise their ability to achieve physical comfort and independence (including the use of mechanical equipment)12. Enablement of individuals to maintain and improve mobility through exercise and the use of mobility appliances13. Support individuals when they are distressed14. Promotion of communication with those who do not use a recognised language format15. Support of individuals experiencing a change in their support requirements and provision16. Management of information appropriately, maintaining confidentiality and observing data protection legislation | | Key Accountabilities <ol style="list-style-type: none">1. To maximise individuals' potential for independence in all aspects of personal care and daily living tasks, offering practical support where appropriate and necessary2. To maximise individuals' potential for independence in all aspects of practical domestic tasks, offering practical support where appropriate and necessary3. To be trained in and use any equipment as directed by the Support Plan4. To follow the Support Plan and risk assessment written by a member of the multi-disciplinary team and update and record as necessary on the running record and Medication Administration Record5. To liaise and collaborate with other staff and services within and outside Adult Social Care and Health in the interests of service provision and the well-being of the individuals including safeguarding of adults6. To continue the assessment and feedback progress against previously agreed outcomes for the individual7. To enable individuals to manage their personal resources including shopping, letter writing and finances where relevant and appropriate8. To keep accurate and up to date records of financial transactions and ensure adherence to audit processes, performance review systems and other procedures, including electronic recording systems.9. To attend staff meetings, receive supervision, training and refresher training and otherwise contribute to the efficiency and effectiveness of the service |

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| <p>17. Contribution to the effectiveness of multi-disciplinary working</p> | <ol style="list-style-type: none"> 10. To use personal and protective equipment, work safely and avoid putting self and others at risk in the performance of duties 11. To report incidents, accidents and observations as per agreed procedure and take action as appropriate, including emergency situations. 12. To respect the confidential nature of the work adhering at all times to County Council Policy and legislation 13. To provide appropriate signposting to other services which would assist service user independence 14. To adhere to the Nottinghamshire County Council Code of Staff Conduct, the Skills for Care Code of Conduct and the Reablement Service Staff Handbook 15. To maintain awareness of current instructions circulated at staff meetings, departmental bulletins, policies and circular letters or by verbal or written instructions given by Managers 16. Participation in on call arrangements in line with the needs of the service. 17. Participation in emergency planning responses and arrangements under the direction of the service and Senior Managers 18. To undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities / grade of the post as defined , subject to the proviso that normally any changes of a permanent nature shall be incorporated into the Job Description in specific terms |
| <p>The post holder will perform any duty or task that is appropriate for the role described</p> | |

| Person Specification | |
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| Education and Knowledge <ol style="list-style-type: none"> 1. NVQ Level 2 in Social Care or similar or be working towards completion 2. Full current driving licence | Personal skills and general competencies <ol style="list-style-type: none"> 1. Ability to work flexibly to meet the needs of the service and individuals using the service 2. Ability to deliver services which maximise the independence of individuals 3. Ability to communicate effectively both verbally and in writing 4. Ability to work within a multi-agency environment 5. Ability to manage difficult situations and handle conflict 6. Ability to be self-motivated 7. Ability to work safely 8. Ability to follow verbal and written instructions 9. Commitment to the provision of high quality services and continuous improvement 10. Commitment to the provision of support which gives dignity to individuals 11. Commitment to embracing the diversity of colleagues and individuals 12. Willingness to take responsibility for own personal development and participate in training and development activities as required |
| Experience <ol style="list-style-type: none"> 1. At least one year's experience working as a care assistant or similar 2. Experience in the use of equipment used in the delivery of care and support 3. Experience of following risk assessments and support plans 4. Experience of recording 5. Experience in the use of electronic recording systems | |
| Role Dimensions <ol style="list-style-type: none"> 1. To be responsible for carrying out Re-ablement Support Work in line with an individual's Support Plan, Risk Assessment and re-ablement Goals 2. To actively promote individuals' involvement and empowerment | |
| <p style="text-align: right;"><i>Please attach a structure chart</i></p> | |

ORGANISATIONAL STRUCTURE



8/10/15