



Title	Department	Post Ref.
Temporary Relief Care/Support Worker	Adult Social Care and Public Health	
<b>Job Purpose</b> To support the County Council in providing care and support to vulnerable adults living in Nottinghamshire during the Coronavirus crisis		
<b>Key Responsibilities</b>  1. You will be working either in the community or in one of our residential bases depending on where you live, your experience and your willingness to travel 2. You will strive to maintain a dignified service to the people in your care and remember that you are a representative of Nottinghamshire County Council. 3. You will undertake training relevant to your role and engage with supervision 4. You will ensure to maintain confidentiality in relation to personal information, which may become known to you during the course of your work 5. You will make the required recordings of the work you perform 6. You will adhere to the legislation relating to your role and County Council Policy. 7. You will contribute to working effectively as a team as well as an individual and contribute to a working environment which is safe, considerate and supportive to all. 8. You will take reasonable care of your own health, safety and welfare and that of other persons who may be affected by the performance of your duties. This with the additional consideration of the current climate in which you will be working.		<b>Key Accountabilities</b>  1. You will be required to work in one of our services. This will be either visiting people in their own homes; working in a residential service, which provides short breaks for adults with learning disabilities; a residential home for people with learning disabilities or a short term service for frail older people who are unable to return home 2. You may be required to participate in the provision of a wide range of personal care 3. You will work in accordance with the person's plan of care or support 4. You may be required to carry safe and well checks in person or over the phone 5. You will support people with access to food or medication or shopping 6. You will work under the direction and support of a supervisor 7. You will work in a person centred way with individuals that supports their strengths 8. You will be expected to respond appropriately to crisis and emergency situations as they arise and report these to the person in charge of the shift as soon as practicably possible. 9. You will be offered hours in services that run to shift patterns and cover all hours of the day and night. As a relief worker you will accept the hours that are acceptable to you 10. You may be asked to undertake any other duties which may reasonably be regarded as within the nature of the

**Person Specification****Education and Knowledge**

No qualifications are required for this post as we will provide you with the required training. You will require a basic level of literacy and numeracy.

Previous experience and qualifications in this field are an advantage

**Experience**

No previous experience is necessary as we will provide you with the training and support you need

**Personal skills and general competencies**

- A kind and caring nature
- Works efficiently, effectively and actively looks for ways of improving services and outcomes for individuals.
- Able to work well alone as well as in a team.
- Works well in a crisis
- Shares the Council's commitment to providing a safe environment for individuals and staff
- Treats all with respect and consideration

**Role Dimensions**

- Ability to follow Care and Support Plans
- Ability to communicate verbally and in writing
- Have an awareness of health and safety
- A flexible approach to rotas and duties
- Be able to work in a way that supports people's rights and independence
- Be able to work in a way that preserves dignity and respect for individuals

Date: March 2020