

<b>Title</b> <b>ICDS – Specialist Support Team</b> <b>Level 3 Support Worker</b> Grade 3	<b>Department</b> <b>Children and Families</b> <b>Commissioning and Resources</b>	<b>Post Ref.</b>
<b>Job Purpose</b> <ul style="list-style-type: none"> <li>To provide personal / practical / social support for disabled children/young people in various settings. This can include; the child/young person's own home, their local community or group settings, taking individual responsibility for the child/young person – in the role of parent / carer.</li> <li>To be children/young person centred by focusing on; increasing independence, achieving positive outcomes and offering meaningful choices.</li> </ul>		
<b>Key Responsibilities</b> <ol style="list-style-type: none"> <li>To provide the support which has been agreed and meets the child/young person's needs, whilst respecting privacy and dignity but acknowledges wishes and feelings.</li> <li>To provide personal and intimate care where required</li> <li>To work positively with children/young people who display behaviour that challenges</li> <li>To administer medication or health procedures where agreed and competency trained for and working within agreed Health Protocols</li> <li>To promote and encourage the independence, self-esteem and positive identity of the children/young people in various settings.</li> </ol>	<b>Key Accountabilities</b> <ol style="list-style-type: none"> <li>Ensure the completion of appropriate records of planned work and the work undertaken, including quality assurance requirements</li> <li>Develop and implement strategies to celebrate diversity and promote anti-oppressive values and attitudes</li> <li>Ensure work undertaken complies with Health and Safety requirements</li> <li>Ensure that the needs of children and young people in relation to support and activities are gathered and recorded</li> <li>Work efficiently and effectively to support operational services</li> <li>Ensure work is in line with NCC Safeguarding procedures</li> </ol>	

<ul style="list-style-type: none"> <li>6. To promote and encourage the involvement and empowerment of the children/young people, especially when accessing the community.</li> <li>7. To be trained to use any equipment as directed in the child/young person's plan</li> <li>8. To support and encourage children/young people to work towards / achieve identified outcomes</li> <li>9. To work with families to support family functioning and enjoy family time</li> <li>10. To lead on support with colleagues where it has been assessed that 2 workers are required to ensure the Health &amp; Safety of the young person and staff</li> <li>11. To identify and record observed changes in the young person and contribute to their support planning and review</li> <li>12. To keep accurate records and adhere to safeguarding procedures</li> <li>13. To maintain current knowledge of practice issues and developments in the service area</li> <li>14. To receive supervision and training, and contribute to the efficiency of the service</li> </ul>	<ul style="list-style-type: none"> <li>7. Ensure that relevant and required information is reported to line manager</li> </ul>
<p><b>The post holder will perform any duty or task that is appropriate for the role described</b></p>	

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

1. Basic qualifications in Numeracy and Literacy
2. NVQ Level 3 in Health & Social Care / equivalent – or a willingness to work towards
3. Full, current driving licence and regular access to a vehicle
4. Knowledge of Health & Safety relating to working in different environments
5. Knowledge of Safeguarding children/young people
6. Knowledge of the concept of / need for confidentiality.

**Experience**

1. Experience of working with children/young people (paid or voluntary)
2. Experience of caring for others personally or professionally (including person and intimate care)
3. Experience of leading Risk Assessments / support plans
4. Experience of dealing with a range of challenging behaviours and knowledge of appropriate strategies to deal with these as a lone worker or as a lead professional.
5. Experience in the use of equipment required to support care
6. Experience of working without direct supervision and as part of a team

**Personal skills and general competencies**

7. Puts into practice the Council's commitment to excellent customer care.
8. Works efficiently and effectively and actively looks for ways of improving services and outcomes for customers.
9. Works well with colleagues but also able to work on their own initiative.
10. Shares the Council's commitment to providing a safe environment for customers and staff and also treating all with respect and consideration
11. Ability to deliver support which maximises the independence of children/young people.
12. Ensures the Council's policies for fairness and respect are delivered including setting high personal standards
13. Takes a role in managing risk, health and safety and safeguarding issues
14. Works well with colleagues but also able to work on their own initiative.
15. Commitment to continuous professional development

**Role Dimensions**

16. No financial responsibility
17. No line management responsibility

*Please attach a structure chart*

Date 10.08.2020

Tier 7 - Frontline Roles