# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Residential Youth Support Worker

# Department: Children’s services

# Grade: [Single Status 7/8](https://www.eastsussex.gov.uk/jobs/working-here/pay/east-sussex-single-status) (Progression to Single Status 8 to be dependent upon completion of a relevant professional qualification)

# Responsible to: Registered Homes Manager

# Purpose of the Role:

Our children’s homes are respite and residential that provide high quality care to children and young people, aged 7-19 years.

We will provide you with a full and structured training programme where you will learn current Children’s Homes Regulations, Quality Standards 2015, Ofsted inspection framework and statutory Looked After Children (LAC) guidance including the Care Planning, Placement and Case Review Regulations 2010. You will also be provided with an understanding of legislation relating to the care, education, health and development of children and young people, Personal Education Plans (PEPs) and missing protocols.

After an induction period of 3 months, you will be expected to take on the full remit of the role.

**Open homes;**

To work directly with extremely vulnerable children in residential care settings, all of whom will feature at tier 4 on the Continuum of Need due to the traumatic nature of their early lives.

East Sussex residential children’s homes provide safe, nurturing care for children placed into the care of the local authority, and for whom other placements such as foster care, are not best placed to meet their needs. Placements can be short to long term with some children remaining at the home for years. We work closely with other agencies such as schools, health services, mental health services, youth justice services, social care colleagues and families to provide holistic planned care to the resident children. Our aim is to provide an environment where children can flourish and achieve their potential.

The homes are led by a Registered Manager, assisted by a Deputy Manager and Senior Residential Youth Support Workers and have a team of permanent qualified staff who are also supported by a bank of relief staff who provide additional support when required. The team receive a comprehensive training package to enable them to deliver therapeutically informed care to vulnerable children. Staff enjoy a range of activities with children including occasional holidays away.

The role of a Residential Youth Support Worker is to provide effective day to day care and support in all aspects of daily living to the resident children; keep accurate records of daily events and incidents; contribute to the therapeutically informed care planning and risk management; liaise with external professionals; maintain and support effective relationships with families, where appropriate. Participate in a working rota designed to meet the needs of the service and contribute to positive working relationships within the team. Undertake sleeping-in duties on a rota basis, work across settings, including other residential units as required.

**Disability Homes:**

The Bungalow/Acorns are respite and residential children’s home that provide high quality care to children and young people, aged 7-19 years, who have a severe and enduring cognitive delay and learning disability, low functional abilities and may also have physical disabilities.

We ensure that children and young people are offered the same opportunities as their peers, and the team promote opportunities for children and young people to reach their full potential, including wherever possible to learn independence skills.

The underlying ethos is that every child is treated as an individual with dignity and respect, supporting children and young people to achieve positive outcomes. Children and young people are supported to maintain strong links to family where appropriate, and we support our children and young people to attend local schools, improving young peoples’ outcomes in relation to their health (physical and mental), education, employment, social and transition to adulthood.

Take a lead role in the provision of high-quality direct work with extremely vulnerable children in residential care settings, all of whom will feature at tier 4 on the Continuum of Need.

Participate in a working rota designed to meet the needs of the service and contribute to positive working relationships within the team. Undertake sleeping-in duties on a rota basis, work across settings, including other residential units as required.

# Key tasks:

1. Deliver high quality direct care and support to children and their families and/or carers in accordance with the Ofsted inspection framework, Children’s Homes Regulations, Quality Standards 2015 and statutory Looked After Child guidance.
2. Responsible for the safeguarding and welfare of the young people in your care as outlined in the above statutory framework. Work positively with, and safeguard from harm, children and young people, addressing issues of emotional, behavioural and psychological difficulty as a result of childhood experiences, poor mental health, domestic abuse, substance misuse, sexual abuse and learning disability.
3. Responsibility for welcoming and settling new admissions into residential care and support transition planning for young people leaving the service.
4. Lead shifts and assign work as appropriate, ensuring that duties are carried out in accordance with relevant legislative frameworks including safeguarding, health and safety and departmental policies and procedures.
5. Be creative in order to engage young people in planning and participating in positive activities, individually as well as in groups. This will often require unsupervised lone working and will include taking them on community activities and/or holidays.
6. Contribute to planning and delivery of individual and group work interventions for young people to learn how to self-regulate when faced with emotional and behavioural challenges.
7. Lead young people to develop independent skills in line with their care plans.
8. Take a lead responsibility in key areas or projects e.g., sexual health, transport, organisation and leading of recreational and educational activities, health and safety, healthy eating.
9. Undertake risk assessments and be prepared to engage in interventions including de-escalation and physical restraint in line with statutory training.
10. Represent the service at childcare reviews, safeguarding, multi-disciplinary and other meetings where appropriate, produce written reports and full and accurate records. Record, report and action observations for care planning and monitoring purposes in line with departmental policy.
11. Supervise and administer medication to young people. Keep accurate medication records in accordance with departmental policy.
12. Oversee and support relief and agency staff.

**(Disability homes only)**

1. Providing support and personal care with children with significant physical complex needs, which includes specialist training such as gastronomy care, diabetes and epilepsy.

# Grade Progression bar

Children’s Homes Regulations require all employees in these roles to hold a level 3 qualification in Residential Childcare or equivalent or to obtain the qualification in order to continue to practice. Employees who do not hold this qualification will be appointed on Single Status 7 and will be enrolled on an appropriate training course using the apprenticeship levy funds. During the period the qualification is being obtained employees will receive additional support and oversight of their practice. Once the qualification is completed employees will progress to Single Status 8.

**Progression to Single Status 8 to be dependent upon level 3 qualification in Residential Childcare or equivalent and also being responsible for the following task;**

1. As a ‘keyworker’ to individual young people you will be responsible for preparing, implementing and reviewing individual care plans in accordance with relevant quality standards and statutory requirements. This will require liaison with families, social workers and other professionals.

# PERSON SPECIFICATION

# Essential education and qualifications

* [QCF Level 2](https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels) in English or ability to pass assessment at interview
* [QCF level 2](https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels) in Maths or ability to pass a basic maths assessment at interview, e.g., basic additions, subtractions, multiplications.

**Progression to SS8;**

* Dependent upon level 3 Diploma in Residential Childcare and must complete of qualification within 2 years.

# Essential key skills, abilities, knowledge, experience, values and behaviours

* Have an interest in child development and willingness to learn.
* Experience of working with children and young people.
* Treat residents of the homes with dignity and respect and maintain confidentiality at all times.
* Ability to work as part of an integrated childcare team and demonstrate leadership skills.
* Ability to engage with children and young people with a range of needs. Full training will be provided.
* Ability to work in partnership with professionals from other services and to engage with service users’ families.
* Effective verbal and written communication skills.
* Ability to prioritise own workload.
* Ability to use ICT for record keeping and communication including electronic social care records, email, internet and Microsoft Word.
* Understanding of diversity and equality issues.
* Ability to have resilience and capacity to cope with a challenging work environment.
* Willingness to travel to children’s homes other than designated work base in exceptional circumstances according to the needs of the service.

# Desirable key skills, abilities, knowledge, experience, values and behaviours

* Minibus driver or willingness to undertake training. (Disability Homes)

**Document version control:**

Date created/amended: November 2023

Name of person created/amended document:

Job Evaluation Reference: 14027

Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role**  |
| --- | --- |
| Using display screen equipment  | Yes |
| Working with children/vulnerable adults | Yes |
| Moving & handling operations | No |
| Occupational Driving | Yes |
| Lone Working | Yes |
| Working at height | No |
| Shift / night work | Yes |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | Yes |
| Exposure to blood /body fluids | Yes |