## Job description

## Structure information

Job title: Children’s Residential Care Worker (Lower and Higher)

Reports to job title: Deputy Manager

Directorate: Families Children and Learning

Division: Health SEN & Disability Services

Section: Disability Services 0-25

Team: Disabled Children’s Residential Unit/Rainbow Lodge

Job identification number (JIN): 1453L and 1453H

## Job purpose

To provide care and support to children and young people with complex needs, for example learning disabilities, physical disabilities, additional health needs, behaviours of concern. Provide positive experiences and promote life skills within a residential children’s home.

## Principal accountabilities for Lower and Higher levels

1. To care and support children and young people ensuring their physical, intellectual, emotional and social needs are met and providing them with opportunities for play, leisure and learning.
2. To support children and young people in all aspects of personal or intimate care and health tasks including administrating regular or emergency medication, managing a gastrostomy and changing continence items.
3. Build relationships with the young people and their families.
4. To work within Safeguarding and Child Protection procedures.
5. To maintain the running of the home which may include cleaning, shopping and cleaning.
6. To plan, coordinate and provide stimulating activities which may require adjustment to enable all young people to access an opportunity or experience.
7. Understand and utilise a range of communication styles with children who use alternative methods of communication for example Picture Exchange Communication Systems (PECs) and Makaton to ensure that the young person’s voice, wishes and feelings are heard.
8. To support the young people’s care plans, keep records and complete risk assessments, working in partnership with the young person, their families and other agencies for example health, education and social care.
9. To undertake and follow the procedures and policies relating to positive behaviour support, recording interventions with young people.
10. To actively participate in team meetings.

## Additional principal accountabilities for Higher level only

## To be responsible for planning and leading responsibilities for young people.

1. In the absence of the Senior Children’s Residential Care Worker be responsible for reporting any safeguarding concerns or incidents to the management team.
2. To be responsible for developing individual support plans and behaviour strategies for the young people.
3. To provide and receive complex and sensitive information relating to young people.

## Health and safety accountabilities

To co-operate in the implementation of the council Health and Safety policy and supporting standards, in particular, as set out in section 1 of the Health and Safety Policy and Management Standard.

## Diversity and inclusion accountabilities

Understand the council’s diversity and inclusion aims and strategies.

Take an active role in ensuring that equality, diversity, and inclusive outcomes are embedded in your work activities, communications and interactions with staff and customers.

Challenge or report incidents where inclusion and equality in practice has not been followed, including reporting discrimination, harassment and bullying to your manager or other senior colleague in your service.

## Note regarding duties

The list of duties in the job description are not exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties. The council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. Proposed changes would be subject to consultation.

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## Essential criteria

### Job-related education, qualifications, and knowledge for Lower and Higher levels

* Good understanding of safeguarding and child protection reporting procedures.
* Understanding and ability to utilise a range of communication styles for example Picture Exchange Communication Systems (PEC’s) and Makaton.
* Knowledge of children’s home regulations.

#### Additional requirements for Higher level only

* Level 3 Diploma in Residential Childcare or equivalent.
* Understand the range of procedures and legislation relating to the service and young people.
* To understand the social, physical and emotional needs of disabled young people.
* A clear understanding of the financial procedures to be responsible for managing daily cash.

### Experience for Lower and Higher levels

* Experience of planning activities suitable to individual needs.
* Experience of working with children and young people who have complex disabilities.
* Experience of working in a similar, diverse setting which may include working with behaviours that challenge.
* Experience of multi-agency working.

#### Additional requirements for Higher level only

* Experience of developing individual support plans and behaviour strategies for children and young people.
* Experience of effective record keeping.
* Experience of planning and leading shifts.
* Experience of supporting and supervising staff.
* Experience of keeping records.

### Skills and abilities for Lower and Higher levels

* Ability to work as part of a team and be able to use your own initiative.
* Ability to communicate effectively with a range of professionals, families and children.
* Able to safely undertake manual handling tasks which may include hoisting, pushing wheelchairs and undertaking physical interventions.
* Ability to reflect on own practice and that of others and to identify learning needs.

#### Additional requirements for Higher Level only

* Ability to effectively delegate tasks.
* Ability to plan activities and sessions utilising risk assessments and understanding individual needs.
* Ability to provide and receive complex and sensitive information relating to young people.

#### Health and safety knowledge for Lower and Higher levels

* Commitment to acquiring awareness and knowledge of Health and Safety policy and practice as it applies in their area of work.
* Ability to co-operate and adhere to Health and Safety Policy, practices, and instructions.

#### Diversity and inclusion for Lower and Higher levels

* Demonstrate a genuine commitment to the council’s values in relation to embracing diversity and provide a service based on fairness and inclusion.

#### Other requirements for Lower and Higher levels

* Work as part of a team, undertaking shift patterns which include weekends, sleep ins, nights or unsociable hours.
* All staff may be required to work in other children’s residential settings as directed, to provide a flexible and comprehensive programme of care.
* Following a successful 6-month probation period in the Lower role you will be supported to complete a Level 3 Diploma in Residential Childcare or equivalent.
* Progression from the Lower to Higher role will be subject to performance, service need and an available vacancy and is not automatic.