# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Support Worker

# Department: Adult Social Care and Health

# Grade: [Single Status 5](https://www.eastsussex.gov.uk/jobs/working-here/pay/east-sussex-single-status)

# Responsible to:

# Purpose of the Role:

# Rehab Support Worker Milton Grange Intermediate Care Beds

Milton Grange is a 37 bedded, short term, intermediate care service which provides rehabilitation, personal care, and support to older people with physical and mental health needs. The team work closely with East Sussex Hospitals Trust (ESHT) to support hospital discharges and prevent admissions to hospital. ESHT provide the nurses and physiotherapists who work at Milton Grange. The aim of the service is to enable people to maximise their independence and return home.

There is a multidisciplinary team comprising Rehab Support Workers, Occupational Therapists, Physiotherapists, Therapy Assistants, Social Worker, Nurses, and Housekeepers. The team is supported by an external GP practice who visit daily and by ESHT Pharmacy. Having a multidisciplinary approach ensures that all aspects of a person’s daily living activities are considered. Milton Grange is committed to the provision of person-centred care with each client having their own individual care and support plan.

As a Rehab Support Worker, working within the multidisciplinary team, you will be assisting people with personal care and activities of daily living to enable people to regain their independence and return home. It is a very rewarding role which offers the opportunity to work with a wide range of clients with varying levels of need. Milton Grange is a welcoming environment and promotes an opportunity for each individual staff member to learn and develop within their role.

# Key tasks:

1. Provide practical and emotional support to enable people to live their best life.
2. Be caring, compassionate and kind, and demonstrate the teams’ values.
3. Use a range of communication skills to support people to understand and communicate their needs and wishes.
4. Supporting people with their health and wellbeing needs which may include medication administration, personal care, and other health related tasks.
5. Understand, follow and update support related documentation to meet people’s needs.
6. Ensure day to day information is clearly and accurately recorded and monitored, and any concerns highlighted and reported in a timely and appropriate way.
7. Work in partnership with people in a wide range of roles as well as families and carers.
8. Assess individual support needs and develop plans and assess risks.
9. Coordinate reviews with key agencies.
10. Plan, develop and run sessions for a group of individuals

Recognising that ESCC is a large organisation with a number of over-arching priorities extending to all areas of our work, you should be aware of these Council priorities and proactively seek appropriate opportunities in your work/service area to contribute, in consultation with your line manager; in particular, but not limited to:

* Net zero emissions targets – reduce your work’s environmental impact.
* Equality, Diversity and Inclusion – contributing to an inclusive and supportive working environment.
* Making the best of our resources - ensuring awareness of the impact of what you do to maximise the use of public monies.

# PERSON SPECIFICATION

# Essential education and qualifications

1. Level 1 in Maths and English or ability to pass assessment as part of the selection process

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

1. Ability to provide support respectively and sensitively.
2. Ability to have patience and understanding when providing support.
3. Ability and willingness to support with medication administration, personal care, and other health related tasks.
4. Ability to understand health conditions and how it can impact a client’s presentation.
5. Ability to converse at ease with clients and their advocates.
6. Ability to work effectively, both within the team and independently and able to judge when to act on your own initiative and when to seek guidance.
7. Ability to covey information clearly.
8. Ability to read and follow support related documentation.
9. Ability to record information accurately
10. Ability to meet the travel requirements of the post.
11. Ability to meet the physical requirements to complete the role for example administer CPR and manual handling.

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

1. Ability to use a variety of technology as part of your day-to-day role, or the willingness to learn.
2. Care Certificate and level 2 in Care
3. Knowledge of people’s rights to accessing support.
4. Knowledge of the Care Quality Commission (CQC).
5. Knowledge of safeguarding and awareness of the principles.
6. Experience in providing care.
7. Experience and understanding of different health conditions.
8. Experience in using own initiative.

**Document version control:**

Date created/amended: February 2025

Name of person created/amended document:

Job Evaluation Reference: 13342

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 | Yes |
| 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 |