# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Assistant Resource Officer (Sensory Impairment)

# Department: Adult Social Care and Health

# Grade: [Single Status 7/8](https://www.eastsussex.gov.uk/jobs/working-here/pay/east-sussex-single-status)

# Responsible to: Senior Practitioner, Sensory Impairment Team

# Purpose of the Role:

The Sensory Impairment and Reablement Team is a countywide team working with adults who have hearing or sight loss, are from the Deaf community, or are deaf/blind. The aim of the team is to support adults to enable them to lead as full and independent lives as possible. Working in partnership with the NHS and third-sector organisations, the team has a case management function, provides rehabilitation, reablement support and specialist equipment.

The Assistant Resource Officer is responsible for assessing the needs of adults with sensory needs and their carers, prescribing specialist equipment and reablement support. They provide advice, guidance and are required to signpost to other agencies.

# Key tasks:

1. Undertake and be responsible for the implementation and recording of assessments under current legislation within agreed timescales for adults with sensory needs and their carers.
2. Following assessment, determine eligibility and implement appropriate support plans, including the provision of advice and guidance to clients and appropriate signposting to other agencies.
3. Prescribe community equipment and demonstrate its safe use to clients.
4. Maintain case records in accordance with departmental policies, procedures, and professional practice standards.
5. Plan and implement preventative interventions with clients to promote independence or the learning of new skills.
6. Liaise with other services and agencies as appropriate.
7. Work positively within the team and participate in team meetings and supervision as required.

**Grade Progression bar**

**Progression to SS8 is dependent upon also being responsible for the following tasks;**

1. Support with the induction and training of new staff.
2. Delivery of presentations, training and team promotional events as required.

# PERSON SPECIFICATION

# Essential education and qualifications

1. QCF level 2 in English and Maths or ability to pass assessment at interview

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

1. Communication and interpersonal skills with the ability to prepare detailed reports.
2. Ability to communicate effectively to a range of people, including the ability to converse at ease with customer and provide advice in accurate spoken English
3. Ability to keep up-to-date records
4. Ability to adopt a person-centred, and proportionate approach to gathering and interpreting needs when carrying out an assessment
5. Ability to work independently and within a team.
6. Working knowledge of using email and word processing software such as Microsoft Office.
7. Ability to organise and prioritise work appropriately to manage demands of a large caseload and working to deadlines
8. Knowledge of key provisions of the Care Act 2014, including (S2) Prevention and (S42) Safeguarding.
9. Knowledge of issues relating to adults with sensory needs.
10. Experience of working with adults in the community.
11. Ability to provide a professional and caring service.
12. Ability and willingness to learn.
13. Full driving licence and access to a car, or the ability to demonstrate how the travelling requirements of the job will be achieved.

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

1. Ability to solve problems from a practical perspective.
2. Experience of working with people with sensory loss.

**Document version control:**

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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 | No |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | No |
| Exposure to blood /body fluids | No |