EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

JOB TITLE: JCR - Support Worker (Joint Community Rehab)

DEPARTMENT: Adult Social Care

LOCATION: Lewes

GRADE: East Sussex Single Status Grade 5

RESPONSIBLE TO: JCR Reablement Team Leader/Intermediate Care Manager

Purpose of the Role:

To work as part of a team providing a high quality and flexible range of services to clients in their own homes' promoting independence.

Key Tasks

1. To treat clients of the service with dignity and respect and maintain confidentiality, as in line with the departmental policies, procedures and statutory requirements.
2. Provide Reablement Activities as required. This is being responsible for and competent to support clients with exercise programmes, gait education, health care procedures such as embolism stockings, catheter care, stoma care, pressure care, nutrition and swallowing.
3. To assist people to maximise their independence when carrying out all daily living activities which include:

   A) Supporting clients with personal care

   B) Supporting clients to dress and undress

   C) Diet and fluid including assistance with simple feeding interventions

   D) Toileting including emptying and changing urinary and other bodily fluid drainage bag/vessels

   E) Follow care plans and associated risk assessments (such medication, moving and handling, environmental).
4. To observe and report to a Lead Support Worker/Reablement Team Leader /Intermediate Care Manager any deterioration or improvement and record accurately clients/carers' (via relevant paper records or electronic information system) response to their rehabilitation programme or any changes in their condition or circumstances as part of following a weekly programme.
5. Provide support to clients/carers through effective listening and communication skills and encouraging them to participate in their rehabilitation programme or care plan.

6. Maintain health and safety for self and others in the performance of duties in accordance with the Department Health and Safety policies. Safeguard the well-being of clients and report any concerns promptly.
7. Contribute to positive working relationships within the team and attend team meetings, supervisions and training as and when required.
8. Administer medication and/or provide supervision of medication and keep accurate medication records in accordance with Departmental policy and procedures. Liaise with medical services when required regarding the administration and/or supervision of medication.
9. Participate in a working rota designed to meet the needs of the service.
10. Undertake other duties as required supporting the day-to-day services and needs of the clients and the team. You will also be expected to help in emergency situations in the community and may be required to provide care in other establishments to support Adult Social Care fulfil their Care Act responsibilities. i.e. you may be required to assist clients in an independent home in the community, which the organisation needs to assist.
11. Work within an inter-professional framework with other health and social care professions, voluntary organisations and other agencies involved in the care of the clients.
12. Comply at all times to the standards and codes of conduct set out by Skills for Care.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

Essential key skills and abilities

These criteria will be assessed at the application and interview stage

- Able to identify and assess needs and skills of clients.
- Effective communication skills – verbal and written.
- Able to provide good work practice with intimate personal care and simple health related tasks.
- Able to follow rehabilitation activities as prescribed by occupational therapists and/or physiotherapists.
- Ability to liaise and work co-operatively with clients, carers, colleagues and other professionals in any setting.
- Ability to work effectively, both within the team and unsupervised.
- Ability to maintain accurate records.
- Able to follow a care plan and risk assessments so able to work with clients and their carers.
- To have a person-centred care approach.
- Commitment to personal development and new skills acquisition where required.
- Ability to converse at ease with customer and provide advice in accurate spoken English

Essential education and qualifications.

These criteria will be evidenced via certificates, or at interview

- QCF level 1 in Maths and English or above or willing to undertake and pass the fundamental skills assessment for Maths and English
- Willingness to undertake relevant care qualification if required

Desirable education and qualifications.

These criteria will be evidenced via certificates, or at interview

- Adult care worker Level 2 apprenticeship
- Health care support worker Level 2 apprenticeship
- Level 2 Diploma in Care
- Level 2 Diploma in Healthcare Support
- Care Certificate

Essential knowledge

These criteria will be assessed at the application and interview stage
• Understanding of the philosophy of working alongside clients. • Health and Social Care Act. • Comply with the Department's standards in line with Skills for Care Code of Conduct.

Desirable knowledge

These criteria will be assessed at the application and interview stage
• Health and Safety. • First Aid. • Moving and Handling. • Basic Food Hygiene. • CQC Fundamental standards and Key Lines of Enquiries

Desirable experience

These criteria will be assessed at the application and interview stage
• Experience of assisting with rehabilitation programmes. • Experience of working with older people and people with mental health needs. • Experience of caring in a community, hospital, residential or intermediate care setting. • Understanding of conditions/diseases associated with older people.

Other essential criteria

These criteria will be assessed at the application and interview stage
• Effective organisational skills. • Ability to empathise. • Forward thinking, well-motivated and flexible (including flexible hours). • Good team working skills • Flexible working to include evenings and weekends. • Have a driving licence and access to a vehicle or be able to fully demonstrate the travelling requirements of the post.

Date (drawn up): Modified February 2022
Reference of Officer(s) drawing up person specifications:
Job Evaluation Reference: 12034

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	Yes
Using power tools	No
Exposure to noise and /or vibration	No
Food handling	Yes
Exposure to blood /body fluids	Yes