



JOB DESCRIPTION

Title of Post: Relief Waking Night Support Worker

Hours: Ad hoc

Purpose of Job: Providing relief for permanent staff members who are off on leave. To provide high quality care specifically to residents with learning disabilities and ASN during the night-time.

Responsible to: The House Co-ordinator and Care and Support Management Team

Major Tasks:

- To provide care through the night, checking residents at regular intervals according to their care plan.
- To respond promptly to call for assistance while respecting at all times, the privacy, dignity and choice of the residents.
- To write the accurate, clear and timely entries in the night record for each resident.
- To receive the evening report from the day staff and to present a report to the morning staff, alerting the day staff to any changes or concerns.
- To support the smooth running of the house by assisting with additional tasks when required and as directed by the line manager.

1. Safety, Welfare and Quality of Life

- 1.1 Uphold the dignity of residents living in the household, so that all are enabled to play an active part in the making of day-to-day decisions.
- 1.2 Ensure that matters of health and safety are accorded the highest priority, and that all requirements in terms of Corbenic's health and safety policies are met.

- 1.3 Ensure that work meets the requirements of the SSSC code of conduct for social care workers and the standards of care set by Corbenic

2. Support and Supervision

- 2.1 Meet with line management on an individual basis to review progress with tasks and identify training or other needs

3. Co-ordination of Living Arrangements

- 3.1 Accord the highest priority to the health and safety of residents and workers at all times, and ensure that the procedures agreed for ensuring compliance with health and safety legislation and medical requirements – including the administration of medication – are known and adhered to.
- 3.2 Take part in fire drills and other safety procedures as are required by law or the Local Authority.
- 3.3 Monitor sensitively, the actions of any person who may pose a risk to another, and in consultation with the House Co-ordinators and the Manager, take appropriate action in line with Community policy if the need arises.
- 3.4 Operate efficiently and effectively, the policies and procedures which have been agreed by the Community, particularly in relation to care plans and record keeping.

4. Training

- 4.1 In consultation with the House Co-ordinators, identify training needs.
- 4.2 Undertaking training relevant to the role and as required by the SSSC.

5. Other duties

- 5.1 Any other support worker duties required to meet the House needs and as instructed by your House Co-ordinator and/or the Care and Support Team.

PERSON SPECIFICATION

The successful candidate will have:

- Preferably have experience in the social care sector – ideally providing to adults with learning disabilities
- Good communication and interpersonal skills.
- The ability to provide care in respectful and appropriate manner whilst also maintaining and upholding the resident's dignity.
- A compassionate and caring nature, ability to show empathy and patience for residents; yet also able to be firm and confident in setting boundaries for appropriate behaviour.
- That you are motivated and confident to work alone, and still be able to recognise when to summon help.
- That you are committed to establishing a relationship with the residents whereby you can inspire the resident's trust and respect in you thereby creating the foundation to manage any challenging behaviour.
- Willing to take the initiative, be flexible, co-operative, approachable and open to and learning.
- Willingness to work as part of a wider team, following instruction from the line manager providing the highest quality care and support.
- Willingness to participate in training relevant to the post.
- Willingness to work under their own initiative, taking ownership and responsibility for their role.
- A flexible and patient approach.

Requirements:

- Already be/or become a member of the PVG disclosure Scotland scheme.
- 2 References (one of this must be your most recent employer).
- Willingness to participate in training as required for the role.
- SSSC registration and commitment to completing associated training.
- Work in accordance with SSSC codes of practice and national care standards, following Corbenic's policies and procedures.