

## **Job Advert**

Our overnight respite service known as 'Dragons Retreat' is looking for enthusiastic, positive and flexible people to join our established team of support workers.

Our team works directly with young people to support all of their needs during respite stays, providing the opportunity for the development of independence skills, social development and learning through play and interaction. There are also opportunities to assist with our family support service working with young people more closely on a one to one basis, and assisting with holiday schemes.

Working with the young people who use the service is rewarding, varied and never dull. As a team we strive to enable our service users to develop their self-esteem, take part in activities, build life skills and meet their full potential, working as far as possible towards independence.

The roles offered involve shift work over a 7 day period including unsociable hours. Successful applicants would be allocated at least 2 days a week off which includes at least one weekend a month.

We require all of our staff to have a good understanding of disability and training on all aspects of the work will be provided alongside regular team meetings and supervisions. We also ask that all staff are educated to at least NVQ Level 3 Working with Children & Young People. If you have not already gained this qualification don't worry - We Are Beams will support all successful applicants to achieve this.

Depending of your levels of work experience and your qualifications, you may have opportunities to progress to Team Leader following a suitable probation period. If you are looking for a rewarding career in the care sector, this could well be the start you need or indeed if you are an established care worker but looking to move to a highly motivated and successful team, this could be for you too.

These posts will be based at Dragons Retreat in Hextable, but will require the ability to work in the community as required. A full clean driving licence is desirable but not compulsory.

Successful applicants will need to have an Enhanced Disclosure from the Disclosure and Barring Service.

## **Job Description**

**Job Title:** Support Worker (Short Breaks)

**Responsible to:** Short Breaks Manager (Residential)

**Grade:** Grade C (£21,080 - £26,935)

### **Main purpose of job:**

Your role will be supporting disabled children/young people in a short break environment, enabling each young person to fully participate in activities of their choice, providing support as needed for personal care and personal development and encouraging them to take part in social activities.

You will be working together with an established staff team in the day to day running of the facility and will be required to keep accurate records and notes of each young persons progress and activities.

### **Main duties and responsibilities:**

- To provide support for disabled young people working as part of a team in our residential setting (Dragons Retreat)
- To support the day to day running of the Dragons Retreat and ensuring that all children's/young people's care needs are met to a high standard.
- To support We are Beams in delivering quality, fun, exciting play and social opportunities to disabled children/young people and to help them to achieve independence skills.
- To support the physical and emotional care needs of children/young people, including help with toileting, eating and administration of medication and treatments under the guidance of the child's/young person's medical practitioner (training & support will be provided).
- To communicate with families in a professional manner to develop trust, gain an understanding of their child's/young person's needs and to inform them of their child's/young person's achievements during their short break.
- To be fully interactive, tolerant and sensitive to the needs of individual children and young people with disabilities.
- To take responsible and appropriate action in an emergency, such as showing assertiveness, leadership and reporting appropriately as required.
- To complete the daily recording of children's/young people's demeanour, incident reports, medication recording, financial expenditure and reports as appropriate.
- To ensure that activities are meeting the needs of the children/young people, that they are appropriate to their understanding and any risks are minimised.
- To actively engage in induction, core and personal development training, individual supervision, annual appraisals and group meetings.

- To communicate well with schools, colleges and other professionals to help develop each other's understanding and promotion of the needs and interests of the individual children/young people.
- To assist in the development of We are Beams services and to implement all policies and procedures as necessary to meet the care and needs of the children/young people, reflecting the vision and values of We are Beams.
- Occasionally attend external meetings and functions to represent We are Beams when required
- Occasionally required to support fundraising and promotional events to support We are Beams and raise its profile

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## We Are Beams

### Person Specification:

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The following outlines the Essential criteria for this post.

Applicants should describe in their application how they meet these criteria.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• Mathematics and English to at least grade C or functional skills level 2.</li><li>• A qualification in care (NVQ/SVQ level 3 Working with Children and Young People) or a willingness to work towards this.</li></ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Experience of working with children/young people.</li><li>• Experience of working with children/young people who have disabilities and emotional and behavioural problems.</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Ability to organise, plan and take responsibility.</li><li>• Ability to identify with the needs of children/young people rather than children/young people themselves.</li><li>• Ability to motivate children/young people by aiding and guiding them in their self development.</li><li>• Ability to listen and respond both responsibly and appropriately, with sensitivity.</li><li>• Ability to communicate clearly and effectively, both with colleagues and children/young people, verbally and in writing.</li><li>• Ability to set appropriate examples for children/young people at all times and to support and manage challenging behaviour.</li><li>• Ability to focus on the child/young person as the primary client.</li><li>• Able to manage children/young people who display disruptive or challenging behaviour and have the ability to guide/direct staff in managing that behaviour (training will be provided).</li></ul>

<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• Understanding &amp; knowledge of the needs of children</li> <li>• Knowledge &amp; understanding of Safeguarding Children</li> <li>• Awareness of the Children Act 1989 and 2004.</li> </ul>
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>• The ability to empathise with others.</li> <li>• Willing to be a Team Player.</li> <li>• Methodical in approach with an eye for detail.</li> <li>• Commitment to continuing personal professional development.</li> <li>• A good sense of humour, initiative, integrity &amp; honesty.</li> <li>• An enthusiasm and commitment to the children and the staff team.</li> </ul>
<b>OTHER</b>	<ul style="list-style-type: none"> <li>• Fulfil the requirements of an 'Enhanced DBS Disclosure'.</li> <li>• Ability to undertake shift work including evenings and weekends.</li> <li>• Flexibility to cover shift duties in order to maintain the service.</li> </ul>