

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Children's Social Care
POST:	Casual Residential Worker - Driver
GRADE OF POST:	GR07
RESPONSIBLE TO:	Residential Manager

JOB PURPOSE:

To provide all aspects of care, on an individual and group basis, including preparing young people for independence. As a Link Worker you will be involved in helping to implement individual care plans, and undertake household duties as well as some individual tasks.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Working as part of the residential team to present a consistent approach to service delivery, assisting with service development and the implementation of the Directorate's procedures,
- Liaising and working in partnership with other staff, agencies, organisations who are involved with working with the children and young people, so that support is properly co-ordinated.
- Developing collaborative working with children/young people and parents/carers to assist in progressing Care Plans to achieve set goals.
- Working co-operatively to ensure that the service achieves Directorate and National Standards. Contributing to effective service delivery, high practice standards and achievements of objectives, goals and targets
- Maintaining accurate and up to date records and ensuring confidentiality and data protection guidelines are adhered to.
- Promoting personal Health and Safety as set out within HASAWA 1974 and working within departmental guidelines to deal with challenging behaviour and developing comprehensive risk assessments.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding and Quality Team or Children's Safeguarding Assessment Team.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK (WHERE APPLICABLE)

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

Person Specification

Casual Residential Worker - Driver

The following attributes represent the range of skills, abilities and experiences etc relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (√).

Attributes	Requirements	Essential	Method of Evaluation / Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • QCF Level 3 Diploma in Health and Social Care (Children and Young People) Wales and Northern Ireland; or predecessor qualification; or willingness to acquire the qualification. • Resigstration with Social Care Wales. 	<p style="text-align: center;">√</p> <p style="text-align: center;">√</p>	Production of original Qualification Certificates and application form.
Knowledge & Experience	<ul style="list-style-type: none"> • Experience of working in a team setting. • Knowledge of developmental needs of children. • An understanding of children and young people with disabilities and complex health needs. • Experience of working with children and young people in a paid or voluntary capacity. 	<p style="text-align: center;">√</p>	Interview, application form and selection process.
Skills & Personal Qualities	<ul style="list-style-type: none"> • Ability to communicate clearly and effectively. • Ability to think clearly. • Ability to relate to young people and their families. • Ability to form constructive working relationships with colleagues and other agencies. • Enjoy working with children and young people • Drive, commitment and motivation. • Integrity. 		Interview, application form, and selection process.

Attributes	Requirements	Essential	Method of Evaluation / Testing
	<ul style="list-style-type: none"> • Initiative and positive thinking • Ability to work well under pressure • Ability to work flexibly. • Commitment to personal development. • Holder of a Drivers Licence, suitable to drive mini bus. • The ability to communicate through the medium of Welsh. 	<p style="text-align: center;">√</p> <p style="text-align: center;">√</p>	

Job Description

DIRECTORATE:	Social Services and Wellbeing
DEPARTMENT:	Children's Residential Services
POST:	Casual Residential Worker
GRADE OF POST:	Grade 7
RESPONSIBLE TO:	Residential Manager

JOB PURPOSE:

To provide all aspects of care, on both an individual and group basis, including the preparation of young people in achieving independence. As a Link Worker you will be involved in helping to implement individual care and support and pathway plans, as well as undertaking household duties and some individual tasks. The role will require you to provide a responsive, flexible outreach service to children, young people, families and foster carers.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Working as part of the residential team to present a consistent approach to service delivery, assisting with service development and the implementation of the Directorate's procedures,
- Liaising and working in partnership with other staff, agencies, organisations who are involved with working with the children and young people, so that identified support is properly co-ordinated.
- Developing collaborative working with children/young people and parents/carers to assist in progressing Care/Pathway Plans to achieve set goals.
- Supporting young people to develop personal relationships, a positive self-image, with difficult relationships and when they are distressed. Integrating young people into the community and promoting access to community based services.
- To undertake outreach work, providing individual/family work using a variety of creative short/medium term interventions appropriate to meet their needs or requirements
- Working co-operatively to ensure that the service achieves both Directorate and National Standards. Contributing to effective service

delivery, high practice standards and achievements of appraised objectives, goals and targets.

- Maintaining accurate and up to date records and ensuring confidentiality and data protection guidelines are adhered to.
- Participating in any training and development activities/team meetings in order to maintain own professional development or to enhance competence within job role.
- Supporting the Residential Manager in the delivery of the service, undertaking any duties and responsibilities commensurate with the grade of the post and participating in the regular review of the content of the job description.

Person Specification

Casual Residential Worker

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (√).

Attributes	Requirements	Essential	Method of Evaluation/Testing
Qualifications & Training	<ul style="list-style-type: none"> QCF Level 3 Diploma in Health and Social Care (Children and Young People) Wales and Northern Ireland; <u>or</u> NVQ 3 Health and Social Care (Children and Young People); <u>or</u> willingness to acquire the qualification. 	(√)	Application form and production of original qualification
	<ul style="list-style-type: none"> Registration with Social Care Wales 	(√)	
Knowledge & Experience	<ul style="list-style-type: none"> Experience of working with children and young people in a paid or voluntary capacity. 	(√)	Interview, application form and references
	<ul style="list-style-type: none"> Experience of working in a team setting. 	(√)	
	<ul style="list-style-type: none"> Knowledge of developmental needs of children. 		
	<ul style="list-style-type: none"> An understanding of children and young people with disabilities and complex health needs. 		
Skills & Personal Qualities	<ul style="list-style-type: none"> Ability to communicate clearly and effectively. 	(√)	Interview, application form and references, selection process
	<ul style="list-style-type: none"> Ability to think clearly. 		
	<ul style="list-style-type: none"> Ability to relate to young people and their families. 		

<p>Skills & Personal Qualities</p>	<ul style="list-style-type: none"> • Ability to form constructive working relationships with colleagues and other agencies. • Enjoy working with children and young people • Drive, commitment and motivation. • Integrity. • Initiative and positive thinking • Ability to work well under pressure • Ability to work flexibly. • Commitment to personal development. • Ability to communicate through the medium of Welsh 	<p>(√)</p>	<p>Interview, application form and references, selection process</p>
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DEPARTMENT:	Children's Social Care
POST:	Casual Residential Worker
GRADE OF POST:	GR07
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- Working co-operatively to ensure that the service achieves Directorate and National Standards. Contributing to effective service delivery, high practice standards and achievements of objectives, goals and targets
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