



## Cumberland Council

### Post Specification

<b>Date</b>	<b>August 2023</b>
<b>Post Group Number</b>	<b>1538</b>
<b>Post Title</b>	<b>Support Worker DMH Residential and Day Services</b>
<b>Job Family</b>	<b>People Care and Development</b>
<b>Job Family Role Profile</b>	<b>PCD3</b>
<b>Final Grade</b>	<b>Final Grade 5 (inc JWC's)</b>

To be read in conjunction with the job family role profile

<b>Service Area description</b>
Provider Services
<b>Purpose of this post</b>
To provide individual support and care to people who have a learning disability, physical disability and / or mental health problems in a day service / community setting.  Promoting service user emotional and physical well-being and to encourage the development of individual potential, based on the identified individual needs of the user.
<b>Key job specific accountabilities</b>
<ul style="list-style-type: none"><li>• Care Programme To be actively involved in the process of care programme development and coordinate as appropriate personal information to ensure that a programme of care meets the individual needs of the user.</li><li>• Personal Care To provide personal care as required by individual service users within the context of each individuals care programme and ensure personal care needs are met with dignity and respect.</li><li>• Link Worker Under direction and with the support of the senior support worker act as link worker to service users to enable the implementation of a programme of care and support and where possible encourage users to a greater achievement and independence.</li><li>• Records and Administration Maintenance of accurate and meaningful service user records as required by the manager, regarding the care and development of service users.</li><li>• Activities Under guidance, assist and promote personal development through enabling service users to access a variety of activities that are appropriate to meet individual needs of the user both within the day service and wider community.</li><li>• Health and Safety You are responsible for your own health and safety and that of other people in the course of your work and are expected to take any necessary/appropriate action to ensure this. You will cooperate with your employer to ensure that Health and Safety requirements are fully met.</li><li>• Service Development As required assist the manager in the operation and improvement of the service provided including the promotion of positive relationships with users and the local community.</li><li>• Wider Contribution Contribute as required to the development of the service in the locality, for instance, under guidance to attend case reviews and meetings.</li></ul>
<b>Please note annual targets will be discussed during the appraisal process</b>
<b>Key facts and figures of the post</b>

<b>Budget Responsibilities</b>	•
<b>Staff Management Responsibilities</b>	•
<b>Other</b>	•
<b>Essential Criteria - Qualifications, knowledge, experience and expertise</b>	
<ul style="list-style-type: none"> <li>• Experience in working with people.</li> <li>• Commitment to attending training courses.</li> <li>• Communication.</li> <li>• Assessment.</li> <li>• Promotion of independence.</li> <li>• Inter personal skills.</li> <li>• Personal care skills.</li> <li>• Good written ability.</li> <li>• Ability to use initiative.</li> <li>• Able to work in a team.</li> <li>• Flexible.</li> <li>• Willing to undertake training.</li> </ul>	
<b>Disclosure and Barring Service – DBS Checks</b>	
<ul style="list-style-type: none"> <li>• This post requires a DBS check.</li> <li>• The level of check required is: <ul style="list-style-type: none"> <li>○ DBS Enhanced – Adults</li> </ul> </li> </ul>	
<b>Job working circumstances</b>	
<b>Emotional Demands</b>	
<b>Physical Demands</b>	
<b>Working Conditions</b>	
<b>Other Factors</b>	
<ul style="list-style-type: none"> <li>• Services will be required to operate in accordance with Cumberland Council and Cumbria Care policy and guidelines and as defined from time to time by the management of the service.</li> <li>• The post holder will be required to take part in a structured scheme of performance, development and appraisal.</li> <li>• The post holder may be required to ensure the safe keeping and administration of medication in respect of service users.</li> <li>• Some service users may present the service with behaviour that may challenge, training will be provided and support will be given to deal with the various aspects of the behaviour.</li> <li>• The post holder may be required to act as escort where appropriate</li> </ul>	