



JOB DESCRIPTION

The Hut@Rose Road Support Worker

General:	The Rose Road Association exists to support disabled children, young adults and their families by providing a wide range of services and information across Hampshire and the surrounding counties. We do this working to our core values which are Working Together, Person Centred, Trust and Respect, Pride and Passion, Quality and Standards, Fun and Celebration.
Responsible to:	Assistant Manager
Hours:	8.30am-3.30pm Monday to Friday Contract up to 33 hours per week
Salary:	£8.72 per hour
Conditions & Benefits	<p>The Rose Road Association is an equal opportunities employer. All staff undergo regular Supervision and an annual appraisal. Normal Association conditions of service apply.</p> <p>Benefits:</p> <ul style="list-style-type: none">• 25 days annual leave per annum, rising to 28 days after 5 years continuous service.• Contributory pension scheme• Paid sickness (following 3 months service)• Training and Development• Employee Benefit Programme
Closing Date:	30 th October 2020
DBS Check:	This post is subject to an Enhanced Disclosure by the Disclosure & Barring Service

Qualifications: An appropriate level 3 Diploma, or a commitment to undertake the qualification within an agreed time frame.

Purpose: Working within The Outreach department - The Hut@Rose Road Project.

To contribute to the Social and educational development and to attend to the welfare and emotional needs of the service users, all of whom have severe learning and physical difficulties. You will also be required to take part in setting up and packing away the venue.

Main Tasks: Safeguarding - to ensure that all the policies and procedures of the Association are followed with regard to safeguarding in order to ensure that all service users are protected from harm at all times. To ensure you are aware of the reporting protocols for a safeguarding concern or incident. To be aware of your responsibility in identifying and acting on any examples of poor safeguarding practice within the setting.

Personal Care – To provide and support full personal care to adults. This will include, toileting, feeding (orally or through feeding tubes). Moving and handling of service users if required. To communicate clearly with them using their preferred method of communication.

Venue – To support the assistant manager to prepare the venue for the day and to assist in closing down the venue at the end of the day.

Activities - Activities will include accessing opportunities in the community, in house activities and encouraging independence skills.

Reporting/Recording – To complete clear and detailed daily records for service user.

Maintain Individual Records - To file away, maintain and store service user daily records in line with the policy.

Routine domestic tasks - To carry out tasks to contribute to the general upkeep of the units such as shopping, cooking, cleaning.

Teamwork – To work positively as part of the team. Communicating well with colleagues, supporting each other and build trusting working relationships with all staff.

Transport duties – To support Service users within the community when required.

Supervision/Annual Appraisals - To attend and actively participate in supervision with your line manager and

Training and Development –To undertake all mandatory and relevant training as identified and agreed with line manager to ensure personal and professional growth and to adhere to association policies. **(All training is provided)**

Association Policies – To adhere to all association policies at all times. **(These are available to all employed staff)**

Dignity & Respect – To ensure you display dignity and respect to all employees and children/adults of the association.

A commitment to the ethos of the Association.

To undertake other duties that may be required by the association to contribute to the development of the service and maintain a positive environment for the children/young adults.



PERSON SPECIFICATION

Outreach Support Worker

Requirement	Essential	Desirable
Well-developed communication skills verbal and written.	E	
Experience of working with young adults with profound & multiple learning difficulties or severe learning difficulties.		D
NVQ qualification level 3 or willingness to work towards this within an agreed time frame (2 years from start of employment)	E	
First Aid qualification.		D
Recording skills/ following care plans and risk assessments.	E	
Awareness of health and safety with regard to a classroom environment.	E	
Understanding of the importance of confidentiality.	E	
The individual must have the physical capacity to partake in the moving and handling of service users	E	
Willingness to train and learn.	E	
Flexibility.	E	
Commitment to taking part in supervision and appraisal procedures.	E	

