

Job Description – Support Worker - VIP

Job Title:

Support Worker – VIP

Main Purpose Of The Post:

To: provide personal support and care to individuals attending our day service who have learning disability needs with the aim of promoting maximum independence, responsibility and control over their own life.

Relationships:

- **Responsible to:** Assistant Managers, Managers, Disability Services Manager
- **Liaison with:** Colleagues, Managers, Day Service attendees

Main Tasks Of Job:

- Promote and enable confidence, dignity, self-esteem and communication skills to develop friendships/relationships and opportunities to access a variety of inclusive community life experiences
- Promote pride, individuality and a welcoming atmosphere within the Day Service.
- Ensure the full involvement of the person in making decisions about their own lives and contribute actively to their health and wellbeing
- Maintain and promote a positive environment by developing professional working relationships within the service, family and carers
- Support individuals to access activities as directed by their personal plans
- Lead sessions with individuals in line with agreed programmes of work
- Ensure accessible recording of individuals activities and personal development
- Attend personal planning and review meetings if required
- Enable individuals to develop age appropriate activities in the wider community
- Assist with their personal care needs and contribute to regular health care assessments
- Give physical support to people who have large wheelchairs out in the community
- Undertake any training required to meet the health needs of individuals
- Promote and maintain close and good working relationships with parents, carers, volunteers and professionals, encouraging their active participation in the planning and delivery of this service
- Advocate alongside the person to promote their views and ensure that those views are acted upon
- Promote positive practice of Safeguarding, Health & Safety and Mental Capacity within the workplace
- Participate in supervision with your line manager
- Participate in staff meetings for the Service in particular and with the charity in general
- To work within the parameters of the Charity's policies and procedures

The above is not an exhaustive list of duties and you will be expected to perform different tasks as required by your role and the overall objectives of the charity.

PERSON SPECIFICATION

(To be read in conjunction with the Job Description)

POST	Support Worker – VIP Day Service, LDS
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	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
Qualifications/Attainments	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Qualifications in working with people with learning disabilities Full UK Driving Licence
Relevant Experience	<ul style="list-style-type: none"> Relevant experience working with people in need 	<ul style="list-style-type: none"> Supporting people with learning disabilities to effectively communicate Ability to participate and contribute to review meetings Working with adults who have complex support needs
Special Attributes	<ul style="list-style-type: none"> Understanding of the importance of empowering people and enabling their decision making Appreciation of person-centred approaches to working with adults with learning disabilities Understanding of safeguarding vulnerable adults Understanding of confidentiality Able to work using own initiative and unsupervised in the community Ability to handle large wheelchairs, including over long distances Communicate effectively, verbally and in writing using methods appropriate to service users Be able to communicate and relate positively to carers, providers managers and other professionals Be in sympathy with the Vision, Mission & Values Statement of the charity and the ethos of the Service Commitment to equal opportunities Positive attitude to people with disabilities Respect for the different cultures and beliefs of others 	<ul style="list-style-type: none"> Ability to work in an empowering style Ability to keep good time and manage own time effectively Record keeping and report writing Ability to adhere to appropriate risk assessments Moving & handling skills

	<ul style="list-style-type: none">• Positive approach to working in partnership with parents and carers and work within the principles set out in 'Valuing People Now'• Willingness to consent to a Disclosure & Barring Service check	
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