

Job Title:	Support Worker – Independent Living –
Salary:	£22,991.80 per annum plus 31 days paid leave
	37 hours per week, please note - shift work entails evenings, weekends and bank holidays.
Contract:	Permanent
Responsible	to: Project Manager/Deputy Manager

## **Role Responsibilities:**

Delivery of	In collaboration with service users, develop and implement working practices
quality	which ensure that they have the opportunity to maximise:
services to	<ul> <li>integration and participation in their local community</li> </ul>
people with	<ul> <li>development of a range of friendships and relationships</li> </ul>
learning	<ul> <li>informed personal choice</li> </ul>
disabilities	<ul> <li>their range of skills and competencies</li> </ul>
and/or Autism	<ul> <li>confidence and self-esteem</li> </ul>
	Offer person centred support to service users in line with their individual and
	cultural preferences, day to day and long-term needs; including but not limited to
	social and leisure activities, health needs and appointments, personal care and
	domestic duties
	Ensure that service users are involved in day-to-day and long-term decision
	making – 'no decision about me, without me'
	Work collaboratively with fellow staff, family carers and relevant external
	agencies, including other professionals involved in supporting service users
	Participate in the implementation of agreed individual plans for service users,
	which may include structured teaching of skills.
	Adhere to safeguarding procedures and remain vigilant for signs of abuse, taking
	immediate action and reporting all issues of concern with the line manager.
	Act as a keyworker to individual service users.
	Support service users in the organisation of their regular Person-Centred Planning meetings.
	Ensure that Health & Safety and any other relevant standards are adhered to
Teamworking	Work effectively with fellow staff to exchange relevant information, adhering to
	the systems of communication, recording, reporting and handovers in place at the
	project.
	Keep accurate and up to date records and reports in relation to service users, in line
	with the systems and procedures in place at the project.
	Participate in regular staff and service user meetings.
	Take responsibility for shift leading as and when needed.
	Where appropriate, assist with the induction and training/coaching of new staff
	members. Note: Upon successful completion of the probation period, there is the
	opportunity for professional development to take on a role as a staff buddy for new
	starters.



## (E) Essential criteria (D) Desirable criteria

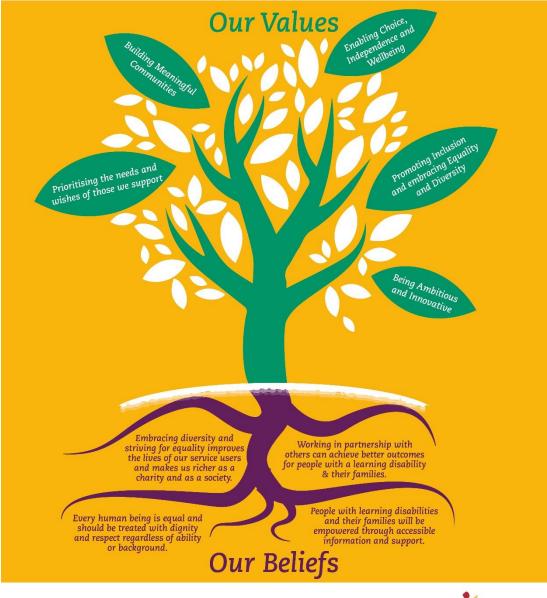
Physical	Willing and able to offer physical support to service users, including moving	Е
requirements	and handling safely	
	Flexible and able to carry out a variety of shifts throughout the week,	Ε
	including evenings, weekends and bank holidays	
Knowledge &	Understanding of health and safety issues as they affect service users	D
Understanding		
	Understanding of person-centred values and self-directed support	D
	Awareness of issues affecting people with learning disabilities and/or Autism	D
	Understanding of and sensitivity to the discrimination experienced by	Ε
	members of vulnerable and/or minority groups	
Experience	Experience of supporting someone – in a personal or voluntary capacity – who	Ε
	has additional needs	
	Experience of working with people with learning disabilities and/or Autism, or	D
	with another vulnerable client group	
	Experience of working with people from varied social and cultural	D
	backgrounds	
Skills & Values	Strong interpersonal skills, able to communicate and collaborate effectively	Ε
	with a range of people	
	IT proficient, with the ability to confidently use a range of computer software	Ε
	(i.e. Office and others), or willing to develop IT skills for the purposes of the	
	role	
	Able to manage time and workload effectively	E
	Able to work on own initiative, proactively resolving issues	Ε
	Strong self-reflective skills, able to take learning from situations	Ε
	Able to maintain professional boundaries and handle confidential information	
	appropriately	
	Committed to concepts of equal opportunity, diversity and inclusion	Ε
	Committed to enabling choice, independence and wellbeing of people with	Ε
	learning disabilities and/or Autism	



Centre 404 is committed to safeguarding and promoting the welfare of vulnerable individuals, and we are looking to recruit people who share these values.

## **Mission, Beliefs and Values**

Centre 404 is working towards a world where people with learning disabilities and their families have the support they need to flourish and enjoy the same rights, freedom, responsibilities, choices and quality of life as people within the wider community.



CENTRE 404

Centre 404's Beliefs and Values are deeply rooted in the way that we work and will continue to underpin the future direction of the charity.