

<b>Job Title:</b>	<b>Active Support Worker</b>
<b>Salary:</b>	£26,674.40 per annum plus 23 days leave and 8 bank holidays
<b>Hours:</b>	37 hours per week
<b>Contract:</b>	Permanent
<b>Responsible to:</b>	Manager and Senior Support Workers

### Summary of post:

We are hiring Support Workers to specialise in play and activities support for children and young people with learning disabilities and autism. The job is based in our wonderful five bedded home in Tower Hamlets providing weekend short breaks respite, day care support, and after school clubs for children and young people in the borough.

### Main Responsibilities:

<b>Delivery of quality services to people with learning disabilities and/or Autism</b>	In collaboration with service users (CYP), develop and implement a range of activities and ways of learning which will contribute to: <ul style="list-style-type: none"> <li>○ developing skills and competencies to reach individual goals</li> <li>○ building confidence and self-esteem</li> </ul> <i>Activities may include sport, art, cooking, performing arts, etc.</i>
	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, learning opportunities, and personal care
	Ensure that service users and their family carers 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 child protection procedures and policies as appropriate; 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.
	Ensure that Health & Safety and any other relevant standards are adhered to
<b>Teamworking</b>	Work effectively with fellow staff in delivering creative activities for CYP, 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.

## Person Specification:

	(E) Essential requirements	(D) Desirable requirements
Physical requirements	Flexible and able to carry out a variety of shifts throughout the week, including early evenings (3pm til 6pm), weekends and school holidays	E
	Willing and able to offer physical support to service users, including moving and handling safely	E
Qualifications	NVQ Level 3 in Health and Social Care or related subject or be willing to do this within the first year of employment	E
Knowledge & Understanding	Awareness of issues affecting children and young people with learning disabilities	D
	Understanding of health and safety issues as they affect service users	D
	Understanding of and sensitivity to the discrimination experienced by members of vulnerable and/or minority groups	E
	Understanding of child protection and safeguarding	D
	Awareness of different life skills which are appropriate for children and young people to learn	E
Experience	Experience of working with people from varied social and cultural backgrounds	D
	Experience of working with children with learning disabilities, including children with high support needs	D
	Experience of delivering activities to children aged 5-18.	D
	Experience of supporting someone – in a personal or voluntary capacity – who has additional needs	E
Skills & Values	Strong interpersonal skills, able to communicate and collaborate effectively with a range of people	E
	Able to manage time and workload effectively	E
	Able to work on own initiative, proactively resolving issues	E
	IT proficient, with the ability to confidently use a range of computer software (i.e. Office and others), or willing to develop IT skills for the purposes of the role	E
	Able to maintain professional boundaries and handle confidential information appropriately	E
	Strong self-reflective skills, able to take learning from situations	E
	Committed to concepts of equal opportunity, diversity and inclusion	E
	Committed to enabling choice, independence and wellbeing of people with learning disabilities and/or Autism	E
	Ability to engage people with learning disabilities in challenging, stimulating and enjoyable activities	E

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