

## Role Profile

<b>Job Title:</b>	<b>Residential Support Worker</b>
<b>Location:</b>	<b>St James / Egerton</b>
<b>Directorate:</b>	<b>Family Services</b>
<b>Grade:</b>	<b>I</b>
<b>Type of Working:</b>	<b>Onsite Working</b>
<b>Reports to:</b>	<b>Team Manager</b>

### 1. Job Purpose:

- As a Residential Support Worker you will be part of the team that provides a high standard of care to Children in Care.
- To work within the Children's Homes Regulations, associated Statutory Guidance and National Minimum Standards, and additional policies, procedures and standards specific to the setting.
- Be responsible for the delivery of services to children and young people in the home, in such a way that safeguards and promotes their welfare.
- To contribute and promote to the effective physical, social and emotional environment for children and young people in order to provide a safe, nurturing and stimulating environment to live.
- To plan and participate in leisure and educational activities on site and off site on a daily basis.
- Ability to build and sustain relationships with children, young people and their carers.
- You will liaise with other professionals and agencies to ensure the best interests of Children in Care are met at all times.

### 2. Key accountabilities:

- To provide a high standard of physical, social and emotional care to children and young people through a sound knowledge and understanding of child and Residential Support Worker, adolescent development and to assess and respond to the emotional, physical, cultural and other needs of residents through the provision of day to day care and activities.

- To take on the role of shift leader, co-ordinating the activities of staff to ensure that the needs of young people are met and the setting runs smoothly on a day to day basis. To take the lead role in “handovers” to ensure all relevant staff are aware of any necessary information regarding the welfare of the young people.
- To ensure that the standard of care at all times is carried out in accordance with statutory requirements and Ofsted inspection standards.
- To ensure that the rights of service users are respected at all times. To act as an advocate as necessary, representing their needs, wishes and feelings to colleagues, senior staff and other adults and to provide an appropriate response to complaints made under the Children Act 1989.
- To undertake the role of; “link worker” for one or more young people. This involves providing regular linkwork sessions, taking a lead role in the assessment of the young person and co-ordinating information from a variety of sources, and informing and implementing the Child in Care planning processes.
- To undertake training identified through supervision and appraisal. To be proactive in personal development through reflective practice and a willingness to change.
- At all times, to present as an appropriate role model for young people, colleagues and other professionals.
- To promote a healthy and safe environment, ensuring that regular health and safety checks are carried out, responding to actual or potential hazards and taking on the role of fire warden or first-aider as required. To undertake a range of risk assessments relating to the behaviour of young people and or, the safety of workers.
- To assist young people in their pursuit of education, training and employment opportunities.
- To work on own initiative, dealing with challenging situations and making decisions in the absence of a senior member of staff.
- To induct agency staff as required and to provide support and guidance to less experienced staff in an ongoing way. Also to update the rota as required and, in consultation with a manager, ensure that staffing levels reflect service needs.
- To attend team meetings, planning meetings and reviews, house meetings and other meetings, contributing in a positive and constructive way and minute taking or providing written reports as required.
- To participate in supervision and the council's appraisal and development scheme, identifying training needs and appropriate and realistic targets for practice development.
- To work in partnership with, and provide information to, colleagues, social workers, parents/carers, police, health professional and other professionals involved in the care and wellbeing of the child or young person.
- To ensure that all the Council's policies relating to Children's Services are carried out.
- Contribute towards the on-going development of the service.
- To maintain daily records within statutory guidance including the setting's Log book, Health and Safety records, young people's ICS files and the statutory register. Also to administer, monitor and balance petty cash over a 24 hour period.
- To participate in domestic tasks with both the young people and other staff.
- Contribute to the promotion of the individual's health and social well being; assist the individual to maintain a positive sense of self and identity.
- Be fully involved in the team development and a team approach to meeting the needs of young people.
- To participate in a rota system with sleep-in duties, waking nights and weekend working

- To support other residential settings as directed by the manager.
- To undertake such other duties appropriate to the scope of the post as required.

### 3. Financial Responsibilities:

- To plan and monitor the budgets for provisions and materials as directed by the management team.
- To administer and monitor the spending of petty cash in line with corporate guidance And as directed by the manager
- To ensure that young people's allowances are monitored and spent appropriately in accordance with guidance.

### 4. Health and Safety Responsibilities (choose one option):

As an employee of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy and associated arrangements
- Complete mandatory health and safety training
- Follow safe systems of work and use devices/guards provided for safety.
- Wear/use personal protection equipment where issued and instructed to do so, including lone working devices.
- Report any Accident/Incidents/Hazards.
- Take care of your own and other's safety, health and wellbeing

### 5. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

Caring / Learning to Improve / Inclusive / Collaboration

### 6. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

### 7. The Council's Commitment to Equality

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

## PERSON SPECIFICATION

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<b>Criteria</b>	<b>Essential/Desirable</b>	<b>Assessed by:</b>
<b>Professional Membership/Qualification</b>		
Level 3 Diploma in Residential Childcare (or equivalent)	Essential	Application/Interview
Social Work Qualification	Desirable	Application
<b>Experience &amp; Knowledge</b>		
Experience of working with children, young people and their families.	Essential	Application/Interview
Ability to be self reflective, have good self awareness and an understanding of the impact ones own behaviour and practise has on others. instructions.	Essential	Application/Interview
Ability to undertake delegated tasks and respond appropriately to directives and	Essential	Application/Interview
Ability to assist in preparing, implementing and reviewing care plans and placement plans for children and young people.	Desirable	Application
Ability to relate to and communicate with a wide spectrum of people including children, young people, their carers and other professionals whilst maintaining appropriate professional boundaries.	Essential	Application/Interview

Ability to work as part of a team employing a consistent approach to the care of young people.	Essential	Application/Interview
Ability to attend meetings as required and represents the views of young people and the setting.	Essential	Application/Interview
Ability to work in stressful situations	Essential	Application/Interview
Ability to manage and respond positively to challenging situations with appropriate support and supervision.	Essential	Application/Interview
<b>Skill &amp; Ability</b>		
Knowledge and understanding of child development	Essential	Application/Interview
Understanding of Legislation, National Minimum Standards relevant to children's homes	Essential	Application/Interview
Ability to use computerised systems including email, internet and other applications Ability to communicate clearly.	Essential	Application/Interview
Understanding of group behaviour and processes or ability to learn.	Desirable	Application/Interview
Understanding of safeguarding issues relevant to children and young people.	Essential	Application/Interview
Demonstrate an ability and willingness to learn new skills	Essential	Application/Interview
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<b>Values &amp; Behaviours</b> (only include those that are relevant to the role, must have at least 1 behaviour per value)		
<b>Caring</b>		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Application/Interview
Empathy- I say "thank you" and "well done" where appropriate, and take time	Essential	Application/Interview

to 'check in' to see if the people I work with are ok		
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Application/Interview
<b>Learning to Improve</b>		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Application/Interview
Agile- I am fully empowered to act within the scope of my role	Essential	Application/Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Application/Interview
<b>Inclusive</b>		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Application/Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Application/Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Application/Interview
<b>Collaborative</b>		
One Team- I actively and purposefully build my network of relationships with	Essential	Application/Interview

people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others		
Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Application/Interview
Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards	Essential	Application/Interview