

## Role Profile

<b>Job Title:</b>	<b>Residential Support Worker-Waking Night</b>
<b>Location:</b>	<b>Barnet Children's Homes</b>
<b>Directorate:</b>	<b>Family Services</b>
<b>Grade:</b>	<b>I</b>
<b>Type of Working:</b>	<b>Onsite</b>
<b>Reports to:</b>	<b>Residential Homes Manager / Team Leader</b>

### 1. Job Purpose:

- As a waking night Residential Support Worker you will be responsible for staying awake and providing a high standard of care to service users over the night time period.
- To work within the Children's Homes National Minimum Standards, Regulations and associated Statutory Guidance, in addition, any policies, procedures and standards specific to the setting.
- As part of the team of care staff you will be responsible for ensuring the safety and security of the young people and the setting with the assistance of a 'sleep in' member of staff. However most of your work will be carried out alone.
- To contribute and promote to the effective physical, social and emotional environment for children and young people which provides a safe, nurturing environment to live.
- 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 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 a lead role at night ensuring that the needs of the young people are met and the setting runs smoothly. Also to receive information in order to plan the shift and hand over relevant information at the end of the shift.
- To ensure that the standard of care at all times is carried out in accordance with statutory requirements and Registration and 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 contribute to the assessment of the young people by observing and analysing their night time behaviours and to provide information to inform the Children in Care planning processes.
- To undertake risk assessments of a wide variety of situations including, young people missing/absconding,

working safely with troubled, potentially aggressive or violent young people. To assess which situations can be managed alone and when support from other staff is required.

- To attend team meetings, and occasionally other meetings, contributing in a positive and constructive way and minute taking or providing written reports as required.
- 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 work on own initiative, dealing with challenging situations and making decisions in the absence of a senior member of staff.
- To provide support and guidance to less experienced staff and agency staff in an ongoing way. Also to update and amend the rota as required and, in consultation with a manager, ensure that staffing levels reflect service needs.
- To participate in supervision and the council's performance review 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 maintain daily records within statutory guidance including the setting's LogBook, Health and Safety records, young people's files and the Register. Also to administer, monitor and balance petty cash over a 24 hour period.
- To participate in domestic tasks as required with both young people and 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 working weekends and attending identified team meetings during the day.
- To support other residential settings as directed by the manager.
- To undertake such other duties appropriate to the scope of the post as required.
  - To induct and supervise agency and less experience staff whilst on shift or as directed by a line manager.
  - To ensure any Child Protection concerns are shared with line managers and social workers and complete Ofsted notifications of significant incidents within the required statutory timeframe

### 3. Financial Responsibilities:

To administer and monitor the spending of petty cash in line with corporate guidance and as directed by the manager.

### 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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Criteria	Essential/Desirable	Assessed by:
<b>Professional Membership/Qualification</b>		
Diploma/CQSW/NVQ level 3 in Child Care	Essential	Application/Interview
Ability to demonstrate literacy and numeracy to a standard required for report writing, record keeping and dealing with petty cash	Essential	Application/Interview
<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.	Essential	Application/Interview
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 manage and respond positively to challenging behaviour with appropriate support and supervision.	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 assist in preparing, implementing and reviewing care plans and placement plans for children and young people or willingness to learn.	Essential	Application/Interview
Ability to undertake delegated tasks and respond appropriately to directives and instructions.	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
<b>Skill &amp; Ability</b>		
Knowledge and understanding of child development	Essential	Application/Interview
Understanding of Legislations relevant to children's homes, or ability to learn.	Desirable	Application/Interview
Ability to use computerised systems including email, internet and other applications	Desirable	Application/Interview
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
Knowledge of and commitment to children's rights and related issues, or ability to learn.	Desirable	Application/Interview
Knowledge of the Children's Home Regulations 1989, or ability to learn.	Desirable	Application/Interview
Knowledge of Health & Safety Policies and Procedures as they relate to Children's Residential Settings or ability to learn.	Desirable	Application/Interview
Willingness to undertake training: First Aid, Child development, Safeguarding, Managing challenging behaviour, recording information, communication, counselling skills.	Essential	Application/Interview
Ability to work weekends and unsociable hours and undertake sleep in duties as part of a rota/Waking Night duties.	Essential	Application/Interview
<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 to 'check in' to see if the people I work with are ok	Essential	Application/Interview
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 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	Essential	Application/Interview
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